

APPENDICES

APPENDIX -1
(See Para 18)
CODES FOR OPERATING PUNCHING MEDIUM
ORIGINATING AND RESPONDING CODE HEADS OF CsDA

Sl.No.	NAME OF THE CDA	CDA CODE No.	ORIGINATING DEAH HEADS	RESPONDING DEAH HEADS
1	CDA PATNA	00	0/070/21	0/070/22
2	PCDA(P) ALLAHABAD	01	0/071/21	0/071/22
3	CDA (O) PUNE	02	0/072/21	0/072/22
4	CDA (ARMY) MEERUT	03	0/073/21	0/073/22
5	PCDA (SC) PUNE	04	0/074/21	0/074/22
6	CDA (ORs) SOUTH BANGALORE	05	0/075/21	0/075/22
7	PCDA (WC) CHADIGARH	06	0/076/21	0/076/22
8	PCA (FY) KOLKATA	07	0/077/21	0/077/22
9	CDA (AF) DEHRADUN	08	0/078/21	0/078/22
10	CDA (NAVY) MUMBAI	09	0/079/21	0/079/22
11	JCDA (FUND) MEERUT	10	0/080/21	0/080/22
12	CDA (ORs) NORTH MEERUT	11	0/081/21	0/081/22
13	PCDA (NC) JAMMU	12	0/082/21	0/082/22
14	ZONAL OFFICE (DPD) CHENNAI	13	0/083/21	0/083/22
15	CDA (CSD) MUMBAI	15	0/085/21	0/085/22
16	PCDA (HQrs) NEW DELHI	16	0/086/21	0/086/22
17	CDA (ORs) CENTRAL NAGPUR	17	0/087/21	0/087/22
18	CDA CHENNAI	18	0/088/21	0/088/22
19	CDA (R & D) NEW DELHI	19	0/089/21	0/089/22
20	CDA (PD) MEERUT	20	0/090/21	0/090/22
21	CDA GUWAHATI	21	0/091/21	0/091/22
22	PCDA (CC) LUCKNOW	22	0/092/21	0/092/22
23	CDA (BR) NEW DELHI	23	0/093/21	0/093/22
24	CDA (R & D) BANGALORE	24	0/093/31	0/093/32
25	CDA SECUNDERABD	25	0/093/41	0/093/42
26	CDA JABALPUR	26	0/093/51	0/093/52
27	CDA (AF) NEW DELHI	27	0/093/61	0/093/62
28	CDA (R & D) HYDERABAD	28	0/093/71	0/093/72

DID SCHEDULE No.

CDA	SECTION	CLASS OF Vrs.	Vr. No.	MONTH	YEAR
00	0000	0	0000	00	00

SECTION CODE Nos. Pr. CDA(P)

SECTION	CODE	SECTION	CODE	'G' SECTION	CODE
AUDIT-1	0100	AUDIT-8	0800	PAY I to III	0001
AUDIT-2	0200	AUDIT-9	0900	PAY-IV	0002
AUDIT-3	0300	A/C SECTION	1000	PAY-V	0003
AUDIT-4	0400	G-1/MILITARY	1100	PAY-VI	0004
AUDIT-5	0500	G-1/CIVIL	1200	AN-V	0005
AUDIT-6	0600	GRANTS	1300		
AUDIT-7	0700				

APPENDIX -2
(Referred to in Note 1 to Para 28)

Procedure for preparation and completion of data sheet by Record Office.

1. GENERAL

The procedure for processing and sanction of service pension claim in respect of personnel below officer rank has been computerised. Under the computerised system, all regular claims should be initiated by the Record Office through LPC-Cum-Data-Sheet (Final). However, if certain cases can not be finalised prior to retirement provisional pension will be granted and for this purpose also LPC-Cum-Data-Sheet (Final) is to be initiated.

2. For initiation of data sheet, Record Office interacts with unit and the individual 8 months in advance of the date of discharge. The individual to be discharged shall furnish the following information/documents to his Record Office through his Unit at least 8 months before his discharge.
 - (i) Three copies of the joint photograph alongwith spouse, in civil dress, duly verified on the reverse by O.C of the unit.
 - (ii) Application for commutation of pension (IAFA-340A), if he so desires.
 - (iii) Nomination for payment of life times arrears of his pension in quadruplicate, and particulars of the Pension Disbursing Authority from where the individual would like to draw his pension.
- 3(i) The Record Office concerned shall check the record of the personnel due to be discharged within next 18 months and initiate preliminary action 12 months in advance of their retirement, required for the grant of service pension and retirement gratuity to them as per procedure laid down in Government of India, Ministry of Defence No. A/48977/AG/PS-4(b)/44/S/D(Pen/Sers) dated 18.01.1978.
- (ii) He should also verify the service of the individual and record a certificate to this effect at least nine months in advance of the retirement of the individual.
- (iii) R.O. should also obtain sanction of the competent authority for the condonation of deficiency in service/rank, where necessary.
- (iv) R.O. is to prepare LPC-Cum-Data-Sheet in triplicate containing the service particulars and other details of the individual and forward the same in duplicate duly signed alongwith service records of the individual to the PAO (ORs) concerned for check and completion at least five months in advance of the date of discharge.
- (v) The PAO(ORs) will carry out the necessary check of the data sheet with reference to entries in Sheet Roll and other documents and forward the original copy of the LPC-Cum-Data-Sheet duly checked and signed and affixing the LPC Seal on it after retaining the third copy to the office of the Principal CDA (Pensions) 4 months in advance of the date of retirement as per para 3(a) of AHQ, New Delhi letter No. A/48977/3/AG/PS-4(b) dated 29.04.1986. PAO should also sign the

certificate on the service of Data Sheet that all columns of LPC-Cum-Data Sheet have been properly checked. Further, qualifying service for pension has also been checked with reference to Sheet Roll.

II. Instructions for completion of the data sheet by Record Office.

The Data Sheet should be filled in neatly and accurately in block letters. Only one alphabet or numeric or special character should be filled in one box.

Cuttings and alterations should be avoided. If there are at all any cuttings alteration, the same should be properly attested under the signature of PAO(ORs).

Various kinds of data may be filled in various columns of the data sheet as given below: -

(a) ALPHABETIC DATA

The alphabetic data consist only of alphabets A to Z like Name of the pensioner, his wife's name, name of bank, branch, station, nationality of the pensioner and of his wife, P.D.O. Code, State code, etc.

Alphabetic data is to be filled in from the left hand side to the right hand side of the column. If the number of boxes is more than the alphabets to be filled in, the remaining boxes on the right side should be left blank. Similarly, if the number of boxes is less than the number of alphabets, alphabetic information may be suitably abbreviated but in no circumstances additional boxes shall be created.

(b) NUMERIC DATA:-

Numeric data consist of numbers from 0 to 9. Certain codes have been provided for defining the name of Record Office, PDO Codes, etc.

The numeric data is to be filled in from the right hand side to the left hand side. Zeros should be filled in the unused boxes on the left hand side. All the data, for example, date of birth, date of enrolment, etc, are to be filled in the form of:-

Y	Y	M	M	D	D
---	---	---	---	---	---

(i.e in the reverse order YY denotes year, MM denotes months and DD denotes Dates)

For example, if the date of birth of the individual is 01.01.1950, the same will be filled in as under.

5	0	0	1	0	1
---	---	---	---	---	---

(c) ALPHA NUMERIC DATA:-

Alphanumeric data consists of alphabets, numeric and special characters. For example, if the Regimental Number of a sepoy is 4426232 H. The data will be filled in as under:-

0	4	4	2	6	2	3	2	H
---	---	---	---	---	---	---	---	---

In this case, the first box from right hand side will be filled with check digit and the numeric data will be filled from IInd box right to left and the left out blank box will be filled with zero.

In the case of JCO, whose Regimental Numbers are prefixed with JC. For example, in case of a Subedar, whose Number is JC 82776 X column for Regimental Number will be filled in as under:-

J	C	O	8	2	7	7	6	X
---	---	---	---	---	---	---	---	---

In this case, check digit 'x' will be entered in the first box from right hand side then pre-fix "JC" will be entered in the first two boxes from the left hand side and the Numeric data will be filled in from the IInd from right hand side after check digit and left out boxes after filling in the Numeric data would be filled in by 'zero'.

Column wise detailed instructions for filling up of the data sheet.

Column wise detailed instructions are as under:-

Column-1: Provisional PPO No (if any)

This column is to be filled up in cases where provisional PPO has been notified. The PPO No. as reflected in the provisional PPO should be written in this column. For example, if provisional PPO No. is S/010050/88, this column should be filled in as

S	/	0	1	0	0	5	0	/	8	8
---	---	---	---	---	---	---	---	---	---	---

In cases where no provisional PPO has been notified, this column should be left blank.

Column-2: R.O. Code

This column should be filled in as per the Numeric code allotted to Record Office as per **Annexure-I of this Appendix**. As an example personnel belonging to R.O., EME Secunderabad will have RO code 88 and the entry in this column will be.

8	8
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Column-3: Rank last held by the individual irrespective of whether officiating or substantive capacity is to be filled in from the Sheet Roll/IRLA of the individual.

For Example:- If the rank of the retiring individual is Naik, Code 3 is to be filled in this column as under:

3

Codification of the rank last held has been given in **Annexure-II of this Appendix**.

Column-4: Regimental Number.

Regimental number as indicated in the Enrolment Form, Sheet Roll/Discharge Roll is to be filled in this column. In this connection please also refer to instruction No. II (c) above.

Column -5: Nationality

Nationality of the individual as recorded in the Enrolment Form will be filled in this column as under: -

For Indians I
For Nepalese N
For Bhutanese B
For Foreigners F

Column-6: Name

Name of the individual as shown in the Enrolment Form should be entered in this column. If the individual has changed his name after his enrolment in the Army, the latest changed name as indicated in the Sheet Roll is to be entered. One box should always be kept blank between the first name, the middle name and surname of the individual. 35 boxes have been provided for the name. If the name exceed the boxes provided for, the same may suitably be abbreviated. Unused box should be left blank.

Column-7: Date of Birth

Date of birth is to be filled in as shown in the Enrolment Form. If the exact date of birth is not known, the date of birth as assessed on the basis of apparent age as recorded in the enrolment form should be taken. Date of birth should be filled in the manner as explained in para II (c) above.

Column-8: Date of Enrolment

Date of enrolment is to be filled from the Enrolment Form.

Column-9: Last date upto, which paid.

This date is to be filled in as the last date of individual's service as shown in the Sheet Roll e.g. if an individual is retiring on 31.08.1999, the entry in this column will be as under:-

9	9	0	8	3	1
---	---	---	---	---	---

Although the date of commencement of pension in this case will be 01.09.99.

Columns-10, 11, 12, 13, 14, 15 and 16:-

The above columns are meant for capturing the non-qualifying spells of the service rendered by the individual. The details of non-qualifying service will be taken from the Sheet Roll. The date from and the date upto for different spells of the non-qualifying services are to be filled in chronological order. Only for 3 spells of non-qualifying service, the column have been provided from column Nos. 10 to 15. Where there are more than 3 spells, the total of balance non-qualifying service is to be worked out on the back of the

data sheet and is to be entered in column 16. An example for 5 spells of non-qualifying service is as under: -

Spell No. 1: From 01.01.1960 to 01.02.1961

Spell No 2: From 01.01.1965 to 01.01.1965

Spell No 3: From 30.08.1966 to 30.10.1966

Spell No 4: From 02.05.1970 to 04.05.1970

Spell No 5: From 03.06.1971 to 03.11.1972

The entries in the various columns of the format will be as under:-

NQS Spell -1

Col. 10

6	0	0	1	0	1
---	---	---	---	---	---

Col. 13

6	1	0	2	0	1
---	---	---	---	---	---

NQS Spell -2

Col. 11

6	5	0	1	0	1
---	---	---	---	---	---

Col. 14

6	5	0	1	0	1
---	---	---	---	---	---

NQS Spell -3

Col. 12

6	6	0	8	3	0
---	---	---	---	---	---

Col. 15

6	6	1	0	3	0
---	---	---	---	---	---

Col. 16

0	1	0	5	0	4
---	---	---	---	---	---

On the back of data sheet the entries will be as under:-

NQS Spell No. 4

7	0	0	5	0	2
---	---	---	---	---	---

To

7	0	0	5	0	4
---	---	---	---	---	---

Period

0	0	0	0	0	3
---	---	---	---	---	---

NQS Spell No.5

7	1	0	6	0	3
---	---	---	---	---	---

To

7	2	1	1	0	3
---	---	---	---	---	---

Period

0	1	0	5	0	1
---	---	---	---	---	---

Balance Non Q.S.

0	1	0	5	0	4
---	---	---	---	---	---

In the above example for only one day non-qualifying service on 01.01.1965, the entries in column Nos 11 and 14 are same.

Column-17: Total former service:-

Total former service of an individual is to be filled as per the certificate recorded by the PAO(ORs) concerned in the Sheet Roll which has been allowed for counting towards service pension.

Column-18: Service Condoned.

The deficiency in the qualifying service to earn minimum service pension can be condoned by the competent authority up to a maximum period of twelve months. The deficiency in service as per the condonation certificate of the competent authority is to be filled in this column. For example- An individual was enrolled on 01.01.1969 and discharged on 31.07.1983. In this case, the individual has rendered only 14 years and 7 months qualifying service and until and unless the deficiency of 5 months in the qualifying service to make it 15 years to earn the minimum service pension is condoned by the competent authority, he will not be entitled to any service pension. If the competent authority has condoned, the deficiency of 5 months, the entry in this column will be as under:

0	5	0	0
---	---	---	---

Column-19: Clause of discharges

All personnel below officers rank are discharged under clause 13(3) of Army Rule, 1954, Under clause 13(3) there are different categories under which the individuals are discharged. These clauses are as under:-

For JCOs

Cause of Discharge	Clause of discharge
(i) On completion of the period letter of tenure/service	Army Rule 13(3) I(i)(a) AHQ B/133130/AG/PS-2(c) dt. 30.3.98
(ii) At own request	Army Rule 13(3)I(i) (b)
(iii) On medical grounds/ Invalidment.	Army Rule 13(3) I(ii)
(iv) On disciplinary grounds/ Discharged being placed In medical category lower than 'AYE'.	Army Rule 13(3)I(iii)

For NCOs/ORs

(i) On completion of terms of engagement	Army Rule 13(3) III(i)
(ii) On completion of a period of Army service there being no vacancy in reserve.	Army Rule 13(3) III(ii)
(iii) On medical grounds/Invalidment	Army Rule 13(3) III(iii)
(iv) At own request before fulfilling the conditions of enrollment.	Army Rule 13(3) III(iv)
(v) On disciplinary grounds/discharged being placed in medical category lower than 'AYE'.	Army Rule 13(3) III(v)

Column-20: Option under A.O. 13/77

This column may be filled in from Sheet Roll of the individual. In case, the individual has opted for revised terms of service/tenure and age limits for retirement as promulgated by Govt. of India, Min. of Defence vide their letter No. A/16099/Policy/AG/PS 2(c)/2085/S/D(AG) Dated 16.12.76 and found fit for retention by the screening board put "Y" in the block otherwise "N" should be entered. It will be entered in the format as under.

Opted for "Y"

Opted against "N"

Note- It may be noted that option was not open to the rank code 'K' (Nb /Sub clerical)

Column-21: Rank for Pension

The rank held in the substantive or paid acting capacity continuously for the last 10 months is the rank for pension. It will be checked from the Sheet Roll/IRLA whether the rank was continuously held for the last 10 months. If the rank last held in the substantive or paid acting capacity continuously for the last 10 months has not been completed and the deficiency has not been condoned by the competent authority, the column may be filled in with lower rank, e.g. If 'Havildar' rank not completed for 10 months, 'Naik' may be shown in column 21

The rank for pension is to be filled in as per code given in **Annexure II of this Appendix** .

Column-22: Group for pension

The pay group held by the individual continuously for last 10 months is available in the Sheet Roll and the same is to be entered in this column.

Note:- There was no pay group prior to 01.06.1953. Pension was sanctioned with reference to rank, qualifying service and Arm of Service. Pay group was introduced with effect from 01.06.1953. There were 8 pay groups viz A, B, C, D, E, F, G and H. With effect from 01.01.1973 existing group G & H were converted to E group and group E and F to group D, the existing five groups were further reduced to three groups viz X, Y & Z, with effect from 10.10.1997.

Column-23: Pension recommended Code.

The competent administrative authority was to specify the quantum of service pension recommended for sanction. The quantum can be either half, 3/4th, or full. This information is to be taken from the discharge roll of the individual. The following Codes will be used:

Pension recommended	Code
Half	H
Three fourth	T
Full	F

Column-24: DCRG (Now Retirement Gratuity) recommended Code.

The competent administrative authority has to specify the quantum of the DCRG recommended. The quantum can be half, 3/4th or full. This information is to be taken from the discharge roll of the individual. The following codes will be used:

DCRG recommended	Code
Half	H
Three fourth	T
Full	F

Column-25: Loading in age

This column contains 2 boxes for cases where loading in age as given in longevity certificate is to be accounted for commutation of pension. The loading in age should be shown in whole years.

Example:- If loading in age has been recommended for 2 years it should be shown in this column as under:

0	2
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Column-26: Percentage commuted

In this column the percentage of the service pension to be commuted by the individual is to be filled in. This will be taken from the commutation application of the individual. As per extant orders, maximum percentage of service pension, which can be commuted, is 45%. For example, if an individual wants to commute 40% of his service pension, the entry in this column will be as under:

4	0
---	---

It may be noted that only the percentage for commutation is to be entered and not the specific amount to be commuted by the individual out of his service pension. If there is no commutation application by the individual, the entry in this column will be as under:

0	0
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Column-27: Married before Discharge

If the individual got married before his discharge "Y" is to be filled other wise "N" is to be filled in this column.

Column-28: Wife alive or not

Wife alive or not should be filled as under: -

- 'Y' if wife is alive;
- 'N' if wife is not alive;

- 'E' if wife is alive and extension of two years granted vide Government letter dated 13.05.1998.
 'U' if marriage is under dispute
 'D' if a case of divorce
 'P' if a case of plural marriage

Column-29: Nationality of Wife

Nationality of wife will be filled as under:

India	I
Nepalese	N
Bhutanese	B
Foreigner	F

Column-30: Wife's year of Birth

Wife's year of birth as mentioned in the Kindred Roll portion of the Sheet Roll is to be filled in this column.

If the individual is unmarried zeros are to be filled. For widowers this column should be left blank.

Column-31: Wife's Name

The name of the wife as mentioned in the Kindred Roll portion of the Sheet Roll is to be filled in this column.

One box should always be kept blank between the first name, the middle name and the surname of the wife. 25 boxes have been provided for the same. Unused boxes should be left blank.

If the individual's wife is not alive or the individual is unmarried all the boxes in this column should be left blank.

Column-32: PDO Code

In this column the Pension Disbursing Code as opted for by the individual in the discharge roll is to be entered.

The code for different PDAs is given in **Annexure-IV of this Appendix.**

Column-33: DPDO Code

In this column, the DPDO as opted for by the individual is to be entered. The list of DPDO codes is given in **Annexure-V** of this Appendix.

Column-34: PDO Station

The station head quarter of the Pension Disbursing Agency from where individual had desired to draw his pension will be entered in this column. This information is to be taken from the discharge roll.

This column should be left blank in case of Public Sector Banks.

Column-35: PDO State Code

These are two digits alphabetic codes. In this column, the state code given in **Annexure-Vi of this Appendix** will be used to fill up this column. This information is to be taken from discharge roll.

Column-36: Bank/Sub Treasury Code

As per extant orders an individual can opt for drawal of his pension through any of the authorised nationalised Public Sector Bank as per **Appendix 17** or through the Sub Treasury which may be located at a place other than the Treasury Office.

The digital alphabetic codes for PSB as published in **Annexure-VII of this Appendix** will be used to fill up this column. If the individual had desired to draw his pension from a Sub Treasury code "SUB" will be filled in this column.

Column-37: Link Bank

This column should be filled in with the complete address of the link bank branch, if the individual has opted for drawal of his pension through Public Sector Bank.

Complete address of the link bank branch for a particular station will be found in the list of link bank branches at various stations in the list notified by the RBI.

Column-38: Bank Account Number

If the individual opts for drawal of his pension through Public Sector Bank, this column should be filled in with the individual's personal Bank Account Number. This information may be derived from discharge roll.

No joint Account Number should be entered in this column.

Column-39: Bank Branch

The name of the Bank Branch from where the pensioner desires to draw his pension will be entered in this column.

Column-40: Bank/Sub Treasury Station.

In this column, the name of the station at which the Bank or Sub Treasury is located is to be filled in.

In respect Public Sector Banks station at which link bank is situated is to be filled in.

Column-41: Basic Pay

Last basic pay actually drawn by the individual is to be entered in this column from the IRLA.

Column-42: Classification Allowance

Classification allowance actually drawn by the individual is to be entered in this column.

Column-43: Stagnation increment

Stagnation increment, if any, drawn at the time of retirement should be filled in this column.

Column-44, 45, 46 Gallantry Awards

These columns are meant for filling in the gallantry awards codes as per **Annexure-III of this Appendix**. The information about the gallantry awards is to be taken from the Sheet Roll.

Column-47 and 48 RDR Demand and other than RDR Demand

The outstanding demand against the individual at the time of his discharge as reflected in the IRLA may be filled in against these columns.

Column-49 Date of Receipt by PAO(ORs)

In this column, the date of receipt of the Data Sheet in the office of PAO (ORs) should be filled in.

Column-50 Medical Option

If the individual has opted for drawal of fixed medical allowance, this column should be filled with "Y" alphabet otherwise with "N" alphabet.

(Authority: PCDA(P) circular No. Gts/Tech/0148-XV dated 24.10.1985 and Gts/Tech/0156-IX dated 11.06.1997.)

ANNEXURE-I of APPENDIX - 2**RECORD OFFICE CODES**

Sl.No	RECORD OFFICE	CODE
1.	ARMY POSTAL SERVICE KAMPTEE	50
2.	ARMOURED CORPS AHMEDNAGAR	51
3.	PRESIDENT' BODY GUARD NEW DELHI	52
4.	ARTILLERY NASIK ROAD CAMP	53
5.	MEG BANGALORE	54
6.	BEG KIRKEE	55
7.	BENGAL ENGINEERING GROUP -ROORKEE	56
8.	CORPS OF SIGNALS JABALPUR	57
9.	PUNJAB REGIMENT RAMGARH CANTT	58
10	MADRAS REGIMENTAL CENTRE WELLINGTON	59
11	GRENADIERS JABALPUR	60
12	MLI BELGAUM	61
13	RRRC DELHI CANTT	62
14	RAJPUT REGIMENT FATEHGARH	63
15	JAT REGIMENTAL CENTRE BAREILLY	64
16	SIKH REGIMENTAL CENTRE RAMGARH CANTT	65
17	SIKH LIGHT INFANTRY FATEHGARH	66
18	DOGRA REGIMENTAL CENTRE FAIZABAD	67
19	GARHWAL RIFLES LANSDOWNE	68
20	KUMAON REGIMENTAL CENTRE RANIKHET	69
21	ASSAM REGIMENTAL CENTRE SHILLONG	70
22	BIHAR REGIMENTAL CENTRE DANAPORE CANTT	71
23	MAHAR REGIMENT SAGAR	72
24	AD REGT. NASIK	73
25	MECH INFANTRY RECORDS AHMEDNAGAR	74
26	14 GTC SUBATHU SIMLA	75
27	58 GTC SHILLONG	76
28	GRO KUNARAGHAT GORAKHPUR	77
29	39 GTC VARANASI	78
30	11 GRRC LUCKNOW	79
31	ASC(SUPPLY) BANGALORE	80
32	ASC(AT) GAYA	81
33	ASC(MT) BANGALORE	82
34	GRO GHOOM DARJEELING	83
35	RVC MEERUT CANTT.	84
36	AMC LUCKNOW	85
37	APTC PUNE	86
38	AOC SECUNDERABAD	87
39	EME SECUNDERABAD	88
40	INTELLIGENCE CORPS PUNE	89
41	CMP BANGALORE	90
42	PCTC BANGALORE	91
43	ROIE KATHMANDU	92
44	AEC PANCHMARHI	93
45	DSC CANNANORE	94
46	J & K RIFLES JABALPUR	95
47	PARA REGIMENT BANGALORE	96
48	BRIGADE OF GUARDS KAMPTEE	97
49	LADAKH SCOUTS LEH	98
50	J & K LIGHT INFANTRY SRINAGAR	99

**ANNEXURE-II OF APPENDIX-2
RANK-CODES**

RANK	CODE
RECRUIT	0
SEPOY	1.
HONY. NAIK	2.
NAIK	3.
HONY.HAVILDAR	4.
HAVILDAR	5.
HONY.NB. SUBEDAR	6.
NB.SUBEDAR	7.
SUBEDAR	8.
SUBEDAR MAJOR	9.
TIME SCALE NAIK	H
SUBEDAR HONY. LIEUTENANT	L
SUBEDAR HONY. CAPTAIN	G
SUBEDAR MAJOR HONY. LIEUTENANT	M
SUBEDAR MAJOR HONY. CAPTAIN	N
NB. SUBEDAR CLERK	K

**ANNEXURE-III OF APPENDIX-2
GALLANTRY AWARD CODES**

Sl.No	GALLANTRY AWARDS	CODE
1.	PARAM VIR CHAKRA	P0
2.	PARAM VIR CHAKRA WITH ONE BAR	P1
3.	PARAM VIR CHAKRA WITH TWO BAR	P2
4.	PARAM VIR CHAKRA WITH THREE BAR	P3
5.	MAHA VIR CHAKRA	M0
6.	MAHA VIR CHAKRA WITH ONE BAR	M1
7.	MAHA VIR CHAKRA WITH TWO BAR	M2
8.	MAHA VIR CHAKRA WITH THREE BAR	M3
9.	VIR CHAKRA	V0
10	VIR CHAKRA WITH ONE BAR	V1
11	VIR CHAKRA WITH TWO BAR	V2
12	VIR CHAKRA WITH THREE BAR	V3
13	ASHOK CHAKRA	A0
14	ASHOK CHAKRA WITH ONE BAR	A1
15	ASHOK CHAKRA WITH TWO BAR	A2
16	ASHOK CHAKRA WITH THREE BAR	A3
17	KIRTI CHAKRA	K0
18	KIRTI CHAKRA WITH ONE BAR	K1
19	KIRTI CHAKRA WITH TWO BAR	K2
20	KIRTI CHAKRA WITH THREE BAR	K3
21	SHAURYA CHAKRA	S0
22	SHAURYA CHAKRA WITH ONE BAR	S1
23	SHAURYA CHAKRA WITH TWO BAR	S2
24	SHAURYA CHAKRA WITH THREE BAR	S3
25	SENA MEDAL FOR GALLANTRY	G0

ANNEXURE-IV OF APPENDIX-2**PDA CODES**

Sl.No	PENSION DISBURSING AGENCIES	CODE
1.	DPDO	1
2.	POST OFFICE	2
3.	TREASURY	3
4.	INDIAN EMBASSY NEPAL	4
5.	PAO	5
6.	DIRECTOR OF ACCOUNTS, PANAJI, GOA	6
7.	FINANCE SECRETARY GANGTOK	7
8.	INDIAN EMBASSY, THIMPU	8
9.	PUBLIC SECTOR BANK	9

ANNEXURE-V OF APPENDIX-2**DEFENCE PENSION DISBURSEMENT OFFICES(D. P. D. O) CODES**

D. P. D. O.	COD ES	D. P. D. O.	CODES
CHANDIGARH	1.	KOTTAYAM	32
RED-FORT-1	2.	TRICHUR	33
RED-FORT-II	3.	TRIVENDRUM	34
BRAR SQUARE	4.	QUILON	35
HYDERABAD	5.	AMRITSAR	36
SECUNDERABAD	6.	KAPURTHALA	37
PALAMPUR	7.	BATALA	38
HAMIRPUR	8.	LUDHIANA	39
DHARAMSALA	9.	MOGA	40
YOL	10	JULLUNDER	41
MANDI	11	JAGRAON	42
SIMLA	12	PATIALA	43
KARNAL	13	BHATINDA	44
AMBALA	14	ROPAR	45
BHIWANI	15	HOSHIARPUR	46
JHAJHAR	16	FEROZEPUR	47
SONEPAT	17	SANGRUR	48
GURGOAN	18	PATHANKOT	49
ROHTAK	19	GURDASPUR	50
NARNAUL	20	JAIPUR	51
HISSAR	21	MADRAS	52
RIWARI	22	VELLORE	53
JAMMU-TAWI-I (AKHNOOR ROAD)	23	MEERUT	54
JAMMU-TAWI-II	24	KANPUR	55
JAMMU-CANTT (SHASTRI NAGAR)	25	GORAKHPUR	56
UDHAMPUR	26	ALLAHABAD	57
SRINAGAR	27	CALCUTTA	58
RAJOURI	28	UNA	59
LEH	29	PATHANAMTHITTA	60
BANGALORE	30	JHUNJHUNU	61
ERNAKULAM	31	DASUYA	62

ANNEXURE -VI OF APPENDIX-2**CODE FOR STATE/UNION TERRITORIES/NEPAL**

Sl.No	STATE/UNION TERRITORIES	CODE
1.	ANDHRA PRADESH	AP
2.	ASSAM	AS
3.	BIHAR including JHARKHAND	BI
4.	GUJRAT	GU
5.	HARYANA	HA
6.	HIMACHAL PRADESH	HP
7.	JAMMU & KASHMIR	JK
8.	KARNATAKA	KA
9.	KERALA	KE
10	MADHYA PRADESH INCLUDING CHATTISGARH	MP
11	MAHARASHTRA	MA
12	MANIPUR	MN
13	MEGHALAYA	ME
14	NAGALAND	NA
15	NEPAL	NE
16	ORISSA	OR
17	PUNJAB	PB
18	RAJASTHAN	RS
19	SIKKIM	SK
20	TAMIL NADU	TN
21	TRIPURA	TR
22	UTTARPRADESH INCLUDING UTTRANCHAL	UP
23	WEST BENGAL	WB
24	GOA, DAMAN & DIU	GD
25	ANDAMAN & NICOBAR ISLAND	AN
26	ARUNACHAL PRADESH	AR
27	DADAR & NAGAR HAVELI	DN
28	CHANDIGARH	CH
29	DELHI	DE
30	LAKSHADWEEP	LD
31	MIZORAM	MZ
32	PONDICHERY	PO
33	CHHATISGARH	CG
34	JHARKHAND	JR
35	UTTARANCHAL	UR
36	BHUTAN	BH

ANNEXURE -VII OF APPENDIX-2**BANK CODE**

Sl.No	NAME OF BANK	CODE
1.	ALLAHABAD BANK	ALB
2.	BANK OF BARODA	BOB
3.	BANK OF INDIA	BOI
4.	BANK OF MAHARASHTRA	BOM
5.	CANARA BANK	CNB
6.	CENTRAL BANK OF INDIA	CBI
7.	DENA BANK	DEB
8.	INDIAN BANK	INB
9.	INDIAN OVERSEAS BANK	IOB
10	NEW BANK OF INDIA	NBI
11	ORIENTAL BANK OF COMMERCE	OBC
12	PUNJAB & SIND BANK	P..S.B.
13	PUNJAB NATIONAL BANK	PNB
14	STATE BANK OF BIKANER & JAIPUR	SBB
15	STATE BANK OF HYDERABAD	SBH
16	STATE BANK OF INDIA	SBI
17	STATE BANK OF INDORE	SBD
18	STATE BANK OF MYSORE	SBM
19	STATE BANK OF PATIALA	SBP
20	STATE BANK OF SAURASHTRA	SBS
21	STATE BANK OF TRAVANCORE	SBT
22	SYNDICATE BANK	SYB
23	UNION BANK OF INDIA	UBI
24	UNITED BANK OF INDIA	UTI
25	UNITED COMMERCIAL BANK	UCO
26	VIJAYA BANK	VJB
27	CORRORATION BANK	COB
28	ANDHRA BANK	ANB

APPENDIX-3
(Referred to in Para 47)
EFFECTIVE DATES FROM WHICH PENSION IN RESPECT OF
JCOs/NCOs/ORs/NCs(E) OF REGULAR ARMY REVISED

SL. NO.	WHO BECAME NON-EFFECTIVE BETWEEN	RELEVANT AUTHORITY REVISING THE RATES OF SERVICE PENSION.	GRANT TECHNICAL SECTION GROUP ORDER NO. UNDER WHICH REPRODUCED.
1.	1.6.53 & 31.3.61	A.I. 1/S/53	REGN. 136 PRA PART-I (1961)
2.	1.4.61 & 29.2.68	A I 6/S/62	REGN. 136 PRA PART-I (1961)
3.	1.3.68 & 30.11.68	A I 25/S/68	REGN. 136 PRA PART-I (1961)
4.	1.12.68 & 30.11.69	A I 41/S/71	775
5.	1.12.69 & 9.9.70 (without DCRG)	A I 5/S/69	REGN. 136 PRA PART-I (1961)
6.	10.9.70 & 31.12.72 (with DCRG)	A I 8/S/70	REGN. 136 PRA PART-I (1961)
7.	1.1.73 & 30.9.77 (also those became NE from 1.10.77 onwards and not opted for merger of ADA.)	A I 1/S/75 as amended vide Corr No. 35/77	904 1023
8.	1.10.77 & 28.2.78 (with merger of 50% of DA)	GOI, MOD letters No. B/38027/AG/PS 4(a)/2491/C/D(Pe n/Sers) dt. 2.9.82	1137
9.	1.3.78 & 31.3.79 (with merger of full DA upt CPI 272)	B/38027/AG/PS 4(a)/1733/C/D/(Pe n/Sers) dt. 21.6.79 as amended vide their letter of 14.9.79	1063 1066
10.	1.4.79 & 31.1.82 (also those became NE from 1.2.82 onwards and not opted for merger of ADA)	B/38027/AG/PS 4(a)/1738/C/D(Pe n/Sers) dt. 21.6.79 as amended.	1063 1066
11.	1.2.82 & 30.6.82 (with merger of 50% of ADA)	B/38055/AG/2574 /C/D/(Pen/Sers) dt. 18.10.82 as amended vide their letter of 19.8.83.	1139 1168
12.	1.7.82 & 1.6.83 (with merger of full ADA)	B/38055/AG/2574 /C/D/(Pen/Sers) dt. 18.10.82 as amended vide their letter of 19.8.83.	1139 1168
13.	2.6.83 & 1.3.85 (with merger of ADA)	B/38069/AG/PS 4(a)/222/C/D/(Pen	1195 1207

		/Sers) dt. 22.1.85 , 3.6.85 & 9.12.85	1229
14.	2.6.83 & 1.3.85 (without merger of ADA)	B/38069/AG/PS 4(a)/222/C/D/(Pen /Sers) dt. 22.1.85 , 3.6.85 & 9.12.85	1195 1207 1229
15.	2.3.85 & 31.3.85 (with merger of ADA)	B/38087/AG/PS 4(a)/3076/C/D/(Pe n/Sers) dt. 3.10.85	1228
16.	2.3.85 & 31.3.85 (Without merger of ADA)	B/38087/AG/PS 4(a)/3076/C/D/(Pe n/Sers) dt. 3.10.85	1228
17.	1.4.85 & 1.1.86	B/38091/AG/PS 4(a)/3035/C/D/(Pe n/Sers) dt.27.9.85	1210
18.	2.1.86 & 1.1.96	1(5)/87/D(Pen/Ser s) dt. 30.10.87 as amended vide their letter No. 1(I)/92/D(Pen/Sers) dt. 2.4.92	1283 1343
19.	2.1.96 & 9.10.97	GOI, MOD No. 1(5)/86/D(Pen/Ser s) dt. 3.2.98	1391
20.	10.10.97	GOI, MOD No. 1(5)/86/D(Pen/Ser s) dt. 3.2.98	1391
21.	On or after 30.5.98 for those who are allowed extended service benefits of 2 years.	MOD No. 1(6)/98/D(Pen/Ser s) dt. 9.1.2001	1428

APPENDIX - 4
(Referred to in Para 132)
EFFECTIVE DATES FROM WHICH PENSION IN RESPECT OF JCOs/ORs
OF DSC REVISED

SL. NO.	WHO BECAME NON-EFFECTIVE BETWEEN	RELEVANT AUTHORITY REVISING THE RATES OF SERVICE PENSION.	GRANT TECHNICAL SECTION GROUP ORDER NO UNDER WHICH RELEVANT AUTHORITY REPRODUCED	CATEGORY VIZ GENERAL/CLERICAL
1.	1.6.53 & 31.3.61	A.I. 3/S/56		General & Clerical(Both)
2.	1.4.61 & 31.5.65	A I 7/S/65	-	General & Clerical(Both)
3.	1.6.65 & 29.2.68	A.I. 18/68		General & Clerical(Both)
4.	1.3.68 & 30.11.68	A I 87/72-I	838	General & Clerical(Both)
5.	1.12.68 & 30.11.69	A I 87/72-II		General & Clerical(Both)
6.	1.12.69 & 31.12.72 (without DCRG)	A.I. 1/S/70	735	General & Clerical(Both)
7.	10.9.70 & 31.12.72 (with DCRG)	A.I. 8/S/70		General & Clerical(Both)
8.	1.1.73 & 31.3.79 (including those who became non-effective from 1.10.77 onwards and did not opt for merger of DA upto CPI 372.	A.I 2/S/75	919	General & Clerical(Both)
9.	1.10.77 & 28.2.78 (with merger of 50% ADA upto CPI-272)	GOI, MOD letters No. A/38030/AG/PS 4(a)/2394/C/D(Pen/Sers)dt. 17.9.82 as amended vide their letter dt. 27.9.88	1138 1171	General & Clerical(Both)

10.	1.3.78 & 31.3.79 (with merger of full DA)	No. B/38030/AG/PS 4(c)/522 /C/D(Pen/Sers) dt. 6.3.80.	1081	General & Clerical(Both)
11.	1.4.79 & 1.11.79	DO	DO	DO
12.	2.10.81 & 1.6.83	No. B/38030/AG/PS 4(a)/3618/C/D/(Pen/Sers) dt. 5.1.82	1121	General
13.	2.11.79 & 1.6.83	B/38030/AG/PS 4(a)/1674/C/D (Pen/Sers) dt. 31.5.80 & 8.4.83	1093 1164	Clerical
14.	1.2.82 & 30.6.82 (with merger of 50% of ADA upto CPI-320)	B/38030/AG/PS4(a)/2576/C/D (Pen/Sers) dt. 25.10.82 & 24.6.83	1140 1165	Clerical & General(Both)
15.	1.7.82 & 1.6.83 (with merger of full ADA upto CPI-320)	B/38030/AG/PS4(a)/2576/C/D(Pen/Sers) dt. 25.10.82 & 24.6.83	1140 1165	Clerical & General(Both)
16.	2.6.83 & 1.3.85 (without merger of ADA upto CPI-320.	B/38071/AG/PS4(a)/3313/C/D(Pen/Sers) dt. 14.12.84	1194	Clerical & General(Both)
17.	2.3.85 & 31.3.85 (without merger of ADA)	B/38099/AG/PS4(a)/3201/C/D/(Pen/Sers) dt. 10.10.85	1219	Clerical & General(Both)
18.	1.4.85 & 1.1.86	GOI, MOD No. B/38093/AG/PS4(a)/3147/C/D(Pen/Sers) dt. 8.10.85	1221	Clerical & General(Both)
19.	2.1.86 & 1.1.96	1/5/87/D(Pen/Sers) dt. 30.10.87	1283	Clerical & General(Both)
20.	2.1.96 & 9.10.97	1(6)/98/D(Pen/Sers) dt. 3.2.98	1391	Clerical & General(Both)
21.	10.10.97 Onwards	1(6)/98/D(Pen/Sers) dt. 3.2.98	1391	Clerical & General(Both)

APPENDIX-5
(Referred to in Para 47)
EFFECTIVE DATES FROM WHICH PENSION IN RESPECT OF HONY
COMMISSIONED OFFICER (REGULAR ARMY) REVISED

SL.N.	WHO BECOME NON-EFFECTIVE BETWEEN	RELEVANT AUTHORITY	GRANT TECHNICAL SECTION GROUP ORDER NO UNDER WHICH RELEVANT AUTHORITY REPRODUCED
1.	1..6.53 & 31.3.61	A.I. 1/S/53	REGN. 136 PRRA Pt-I 1961
2.	1.4.61 & 29.2.68	A.I. 9/S/64	566
3.	1.3.68 & 30.11.68	A. I. 2/S/69	699
4.	4.12.68 & 30.11.69	A. I. 132/73	850
5.	1.12.69 & 31.12.72 (without DCRG)	A.I. 5/S/70	761
6.	1.1.73 & 31.3.79 (also who become NE from 1.10.77 onwards and not opted for merger of ADA)	A.I; 4/5/75	933
7.	1.10.77 & 28.2.78 (with merger of 50% of DA)	GOI, MOD letters No B/38031/AG/PS 4(a)/2472/C/D(Pen/Sers) dt. 20.9.82	1136
8.	1.10.77 & 28.2.78 (with merger of 50% of DA)	B/38031/AG/PS 4(a)/2472/C/D(Pen/Sers) dt. 20.9.82	1136
9.	1.3.78 & 31.3.79 (with merger of full DA)	B/38031/AG/PS 4(a)/109/C/D(Pen/Sers) dt. 15.1.80	1076
10.	1.4.79 & 1.6.83 (also those become NE from 1.2.82 and not opted for merger of ADA)	B/38031/AG/PS 4(a)/109/C/D(Pen/Sers) dt. 15.1.80	1076
11.	1.2.82 & 30.6.82 (with merger of	B/38057/AG/PS 4(a)/2586/C/D(Pen/Sers) dt. 21.10.82 as amended vide their	1141 1168

	50% of ADA)	letter of 2.9.83.	
12.	1.7.82 & 1.6.83 (with merger of full ADA)	B/38036/AG/PS 4(a)/2843/C/D(Pen/Sers) dt. 2.9.83	1168
13.	2.6.83 & 30.3.85 (without merger of ADA)	B/38070/AG/PS 4(a)/513/C/D(Pen/Sers) dt. 22.2.85	1197
14.	1.3.85 & 30.3.85 (with merger of ADA)	B/38088/AG/PS 4(a)/3146/C/D(Pen/Sers) dt. 8.10.85	1224
15.	1.3.85 & 30.3.85 (without merger of ADA)	B/38088/AG/PS 4(a)/3146/C/D(Pen/Sers) dt. 8.10.85	1224
16.	1.4.85 & 1.1.86	B/38092/AG/PS 4(a)/3148/C/D(Pen/Sers) dt. 8.10.85	1225
17.	2.1.86 & 1.1.96	1(5)/87/D(Pen/Sers) dt. 30.10.87	1283
18.	2.1.96 onwards	1(6)/98/D(Pen/Sers) dt. 3.2.98	1391

APPENDIX-6
(Referred to in Para 132)
EFFECTIVE DATES FROM WHICH PENSION IN RESPECT OF HONY
COMMISSIONED OFFICER-DSC REVISED

SL.NO.	WHO BECAME NON-EFFECTIVE BETWEEN	RELEVANT AUTHORITY REVISING THE RATES OF SERVICE PENSION	GRANT TECHNICAL SECTION GROUP ORDER NO UNDER WHICH RELEVANT AUTHORITY REPRODUCED
1.	1.1.73 & 31.3.79 (also those became NE from 1.10.77 onwards and not opted for merger of ADA)	A.I. 6/7/76	991
2.	1.10.77 & 28.2.78 (with merger of 50% of DA)	GOI, MOD letter No. B/38032/AG/PS 4(a)/3046/C/D(Pen/Sers) dt. 16.11.82	1150
3.	1.3.78 & 31.3.79	B/38032/AG/PS 4(a)/2448/C/D(Pen/Sers) dt. 21.5.80	1092
4.	1.4.79 & 31.1.82	B/38032/AG/PS 4(a)/2448/C/D(Pen/Sers) dt. 21.5.80	1092
5.	1.2.82 & 30.6.82	B/38062/AG/PS 4(a)/3353/C/D(Pen/Sers) dt. 17.1.83, as amended vide their letter of even No. dated 25.6.83	1153 1166
6.	1.7.82 & 1.6.83	B/38062/AG/PS 4(a)/3353/C/D(Pen/Sers) dt. 17.1.83, as amended vide their letter of even No. dated 25.6.83	1153
7.	2.6.83 & 1.3.85 (without merger of ADA)	B/38072/AG/PS 4(a)/3400/C/D(Pen/Sers) dt. 26.12.84	1194
8.	2.3.85 & 31.3.85 (with merger of ADA)	B/38094/AG/PS 4(a)/3200/C/D(Pen/Sers) dt.10.10.85	1221
9.	2.3.85 & 31.3.85 (without merger of ADA)	B/38089/AG/PS4(a)/C/D (Pen /Sers) dt. 10-10-85	1219
10.	1.4.85 & 1.1.86	B/38089/AG/PS4(a)/C/D (Pen /Sers) dt. 08-10-85	1221
11.	2.1.86 & 1.1.96	1(5)/87/D(Pen/Sers) dt. 30.10.87	1283
12.	2.1.96 Onwards	1(6)/98/D(Pen/Sers) dt. 3.2.98	1391

APPENDIX-7**(Referred to in Note 1 to para 84)****INSTRUCTIONS FOR COMPLETION LPC-CUM-DATA SHEET (DIS) FOR DISABILITY/INVALID PENSION AND DATA SHEET FOR DISABILITY ELEMENT IN RESPECT OF JCOs/ORs****INTRODUCTORY**

The work of regular service pensionary awards and subsequent amendment/revision in respect of JCOs/ORs have already been computerised. It has now been decided to take up the work of Disability Pension also on Computer. For this, two kinds of data sheets have been designed.

- (i) **LPC-CUM-DATA SHEET (DIS)**- The existing format of awards have been redesigned to provide for filling of data required for grant of Disability / Invalid Pension. This included columns showing relevant service pension/disability pension data to be filled by RO/PAO (ORs) and adjudication columns to be filled by the office of the PCDA(Pensions)
- (ii) **DATA SHEET FOR DISABILITY ELEMENT**:- This is divided into two cages, cage-I includes basic particulars viz, R.O. Code, Original PPO Number and name to be filled by the R.O. Cage II includes adjudication columns to be filled by the office of the PCDA(Pensions). This Data sheet will be used for grant of disability element where regular service pensionary awards have already been notified on computer.
- 2.1 LPC-CUM-DATA SHEET (DIS) contains 61 columns. Column 1 to 42 are required to be filled by the RO/PAO (ORs) and columns 43 to 61 are to be filled by the office of the P.C.D.A.(Pensions) after adjudication of the nature and degree of disability.
- 2.2 Data Sheet for Disability element contains 29 columns. Columns 1 to 4 are to be filled by R.O and columns 5 to 29 of the PCDA(Pensions).
- 2.3 Detailed instructions for filling/checking of the LPC-CUM-DATA SHEET (circulated from time to time to the ROs/PAOs) for sanction of service pensionary award, will by and large be applicable for filling/checking of data sheets for Disability Pensionary awards also. However, important guidelines to complete various columns of Data sheets are given in the following paras.
- 2.4 The Record Office will initiate LPC-Cum data Sheet in triplicate in case of disability/Invalid pension and in duplicate in case of Disability element with reference to records held at that end and complete the cages/columns as mentioned in para 2.1 and 2.2 above.

- 2.5 After completing the LPC-CUM DATA SHEET (DIS) in triplicate for grant of Disability/Invalid Pension, the RO will sign the boxes provided for this purpose and forward it to the PAO (ORs) for checking/completion, PAO (ORs) will, in turn, check all columns ap columns pertaining to him. He will retain the third copy and return two copies viz Original and Duplicate to the R.O. duly signed and affixing LPC Seal on it. The RO will retain the duplicate copy with him as office copy and transmit the original to the PCDA (P) alongwith disability pension claim.
- 2.6 Where service pensionary awards have already been notified on computer, Disability Claim has to be processed for grant of Disability Element. In such cases, only basic particulars (Cage-I) of data sheet will be completed in duplicate by the R.O. at the time of initiation of Disability claim. Such data sheets are not required to be sent to the PAO(ORs) Instead, it will directly be sent to the office of the PCDA (Pensions) alongwith disability pension claim.

3. **SCOPE OF DATA SHEET**

- (i) Data Sheets, mentioned above, contain all elementary data which are required for sanction of Disability Pension/Invalid Pension/Disability Element, Retirement Gratuity, Commuted value of Pension and Family Pension in respect of JCOs/ORs/NCs (E) of Army (including JCOs granted Honorary Commission).

COMPLETION OF DATA SHEET GENERAL

- 4.1 The L.P.C - Cum Data Sheet (Dis.) has been designed for capturing data for disability/Invalid pension/disability (Service) Element. The data furnished in Columns 1 to 42 are identical to the columns of LPC-CUM-DATA SHEET (Final) for service pension except Col. 9(Total NQS), 40 (PEA amount), and 41 (Date M.B. approved). Columns 43 to 61 are to be completed by the office of the PCDA (P).
- 4.2 The data sheet should be filled in neatly and accurately in block letters. Only one alphabet or numeric or special character should be filled in one box. while filling various data viz alphabetic, alphanumeric and numeric, instructions earlier issued for filling up LPC-CUM-DATA SHEET may be kept in view.
- 4.3 Cuttings and alterations should be avoided. However, if such cuttings/alterations become unavoidable, the same should be properly attested under the signature of the competent authority to do so. a list of various kinds of data to be filled in various columns is given below:-
- (a) Alphabetical Data**
4, 5, 12, 14, 15, 16, 16, 20, 21, 23, 26, 29, 45, 48, 51, 54, 57, 60,
If number of boxes is less than the number of alphabets, the same may be suitably abbreviated.
- (b) Alphanumeric Data**
Columns:
2, 3, 11, 13, 27, 28, 30, 31, 32, 35, 36, 37, 43, 44, 46, 47, 49, 50, 52, 53, 55, 56, 58, 59, 61,

(c) Numeric Data

Columns:

1,6, 7, 8, 9, 10, 17, 18, 22, 24, 25, 33, 34, 38, 39, 40, 41, 42,

Important

Where the instructions prescribe that the columns/cage is to be left blank, nothing at all should be entered in the concerned column/cage. In other words, no Zero or special characters shall be entered there.

5. Codes and dates

5.1 Various dates appearing in data sheet will be entered as YY MM DD as in the case of LPC-CUM Data Sheet.

5.2 Codes are to be used for filling up of certain columns of data sheet:

Col. 1	Record Office
Col. 2,14	Rank
Col. 4, 21	Nationality
Col. 11	Clause of discharge
Col. 12	Option AO 13/77
Col. 15	Pension recommended Code
Col. 16	DCRG recommended Code
Col. 19	Married before discharge
Col. 20	Wife alive.
Col. 24	PDO
Col. 25	DPDO
Col. 26	State
Col. 29	Bank/Treasury
Col. 35,36 and 37,	Gallantry Awards
Col 45, 48, 51, 54 and 57	Attributable to/Aggravated by Military Service
Col 59	Period of assessment
Col 60	Constant Attendance Allowance (CAA)

5.3 The Codes for the above Columns except columns 45, 48, 51, 54, and 57 (attributable to/aggravated by). Col. 59 (Period of assessment) and Col. 60 (CAA) are already prescribed in the instructions for completing LPC-CUM-Data Sheet (Final) for service pension and with which the ROs. are fully familiar. The same codes will be used without any amendment for the present data sheet also. Codes for remaining items are as under : -

(a) Attributable to / Aggravated by Military Service (Columns 45, 48, 51, 54, 57)

Category	Code
Attributable to	AT
Aggravated by	AG
Neither attributable to nor aggravated by	NA

(b) Period of Assessment (Col.59)

Category	Code
For life	F
Permanent	P
For Specified years	1 to 9

(c) C.A.A. (60)

This is intended to indicate as to whether or not constant attendance allowance has been granted to the individual. "Y" will be entered in this column if the degree of disablement has been accepted @ 100% and the CAA has been recommended/accepted by the PCDA (P), otherwise "N" will be entered in this column.

6. COLUMN-WISE INSTRUCTION FOR FILLING UP OF LPC-CUM-DATA SHEET (DIS) FOR DISABILITY/ INVALID PENSION

Col. 1	(R.O.)	From R.O. code list From sheet Roll/IRLA
Col. 2	(Rank last)	
Col. 3.	(Regtl. No.)	
Col. 4	(Nationality)	From Sheet Roll/Enrolment Form.
Col. 5.	(Name)	
Col. 6.	(Date of birth)	
Col. 7	(Date of enrolment)	
Col. 8.	(Last date upto which paid)	
Col. 9.	(Total NQS)	
Col. 10.	(Total Former Service)	

- Col. 11 (Clause of discharge)-Army Rule 13 (3) of 1954.
 Col. 12 (Option AO 13/77) From sheet Roll
 Col. 13 (Rank Pension) From Sheet Roll /IRLA
 Col. 14 (Gp. Pension)
 Col. 15 (Pension Recommended Code) From Discharge
 Roll/AFMSF-16
 Col. 16 (DCRG Recommended Code)
 Col. 17 (Loading in age) From AFMSF-16
 Col. 18 (Percentage Commuted) From IAFA-340 A (Commutation
 application of individual).
 Col. 33 (Basic Pay)
 Col. 34 (Class pay)
 Col. 38, 39 Demands
 Col. 35,36 & 37 (Gallantry Awards)- From sheet Roll
 Col. 40 PEA Amount Documents maintained at R.O. end and
 from the demand Register maintained by PEA Section of
 PCDA (P).
 Col. 41 (Date MB approved)- From AFMSF-16
 (i.e. Medical Board Proceedings).

Col. 43	Name of ID's	From AFMSF-16/Case Adjudication Sheet (i.e. opening sheet)
Col. 46		
Col. 49		
Col. 52		
Col. 55		
Col. 44		
Col. 47		

Col. 50	Percentage	of	From case adjudication Sheet (opening Sheet)
Col. 53	Assessment	of	
Col. 56	Different ID'S		
Col. 58	Composite Assessment of ID		
Col. 45	Attributable to or Aggravated by		From case Adjudication sheet (Opening Sheet)
Col. 48			
Col. 51			
Col. 54			
Col. 57			
Col. 59	Period of Assessment		From case adjudication sheet (Opening Sheet) in case of disease and AFMSF -16 in case of injury.
Col. 60	C.A.A.		
Col. 61	PAA PPO No.		From the pending adjudication PPO No. if any.

Col. 19, 20, 21, 22, 23, (Family Details) are to be filled with reference to the particulars given in the sheet Roll/**Annexure -A** to Govt. of India, Ministry of Defence No. A/47266/ AG/PS4/(B) 2095 /B/D (Pen/Services) dated 3-3-84 showing family details.

Col. 24, (PPO), 25 (DPDO), 26, (PPO State), 27 (PPO Station), 28 (link Bank), 29 (Bank/Treasury), 30 (Bank Account NO.) 31 (Bank Branch), 32 (Bank Station) are to be filled with reference to Discharge Roll//AFMSF-16 or from other authenticated source of information furnished by affected individuals.

COLUMN-WISE INSTRUCTIONS FOR FILLING UP OF DATA SHEET FOR DISABILITY ELEMENT

- 7.1 This data sheet is to be used in case where service pension has already been notified and a claim is initiated or grant of disability element in addition.
- 7.2 The data being furnished in cage I of the data sheet should incorporate the latest information as notified by the PCDA (P) Computer Centre through original/Corr. PPOs. Col. 2 (original PPO No.) is to be filled with reference to R.O. copy of original PPO Col; 3 (Regimental No.) and Col. 4 (Name) to be filled with reference to R.O. copy of original PPO/Corrigendum PPO, if any, issued.
- 7.3 The original PPO Number (Col. 2) will be filled in as follows:-

Ist Box	an alphabet S
2nd Box	an oblique (/) sign (already printed)
3rd Box to 8th Box	Number part of the PPO. as six digit, the one or more boxes on the left side shall be filled in with zeros.
9th Box, 10th & 11th Box	an oblique (/) Sign (already printed) Year part of the PPO i.e. last two digits of year.

Important

In this column only original PPO No. is required to be mentioned. In any circumstance, any Corrigendum PPO is not required to be quoted therein.

- 7.4 Cage-II-Adjudication particular to be filled by the office of the PCDA (P). Columns 5 of 29 except columns 6, 10, 14, 18, & 22 (Rank at onset of I.D.), are to be filled as per para 6 above. Columns 6, 10, 14, 18, & 22 (Rank at onset of ID) are to be filled with reference to AFMSF-16 / Sheet Roll and case adjudication sheet opening sheet.

INSTRUCTIONS FOR PAO (ORs)

R.O. will submit cases for grant of disability/invalid pension on LPC-cum Data sheet (DIS) to the PAO (ORs) in triplicate. Third copy will be retained by the PAO while original and duplicate will be returned to R.O. after carrying out necessary check / completion of Data Sheet.

2. The existing format of LPC-cum Data Sheet (Final) for grant of Service Pensionary changes to include Invalid pension on computer.
3. PAO (ORs) are required to fill up Columns 33 (Basic Pay), 34 (Class Pay), 38, (RDR Demand), 39 (OTR Demand) and 42 (Date of Receipt by PAO (ORs).
4. In addition, the PAO (ORs) will carry out necessary check to ensure correctness of all other columns filled by the R.O. with reference to the relevant documents as mentioned in the instructions for filling up of the LPC-cum-Data sheet (DIS).
5. PAO (ORs) will take utmost care while filling/checking the LPC-cum Data Sheet (Dis) to ensure accuracy of data. After the above action, they should sign and affix the LPC seal in all cases in the cage provided at the bottom middle of the format (LPC-CUM-DATA SHEET (DIS).

Note- Data sheet for Disability element above are not required to be routed though PAO (ORs).

(Authority: PCDA(P) Circular No. Grants/Tech/0186/III dated 26.03.1990)

APPENDIX-8**(Referred to in Note-4 to Para 105)**

The rates of disability element for 100% disablement sanctioned from time to times for different ranks prior to 1.01.1996, are as under

Period	Hony. Committed Officer	Sub/Maj.	Sub	Nb/Sub.	Hav.	Nk.	Sepoy	Ncs (E)	Authority
Prior to 1.06.53	-	-	-	-	25/-	22/-	18/-	-	Regn. 370 PRA (India) Pt.-II 1940 Edn.
1.06.53-24.04.67	125/-	90/-	75/-	50/-	36/-	30/-	25/-	20/-	Regn. 183 PRA Part-I 1961 Edn.
25.04.67-31-12.72	142.50	105/-	90/-	65/-	48/-	40/-	35/-	30/-	AI 90/67
1.01.73-31.12.85	170/-	110/-	110/-	110/-	60/-	60/-	45/-	40/-	AI 4/S/75
1.01.86-31.12.95	750/-	550/-	550/-	550/-	450/-	450/-	450/-	450/-	GOI, MOD No. 1(4)/87/D(Pen/Sers) dated 27.07.1987 for Pre-86 and MOD letter dated 30.10.1987 for Post-86 pensioners
01.01.1996	2600/-	1900	1900	1550	1550	1550	1550	1550	GOI, MOD No. 1(2)/97/D(Pen-C) dated 31.01.2001 for Post-96 and MOD letter dated 16.05.2001 for Pre-96 pensioners

APPENDIX -9**(Refer to Para 137)****Important guidelines to complete various columns of Data Sheet (G3-RA)**

- 2.2 The Record Office will initiate the data Sheet 4 in duplicate after completing the basic particulars (Cage-I) and latest PDO particulars (Cage-II) from whom the pensioner is drawing pension.
- 2.3 After completing the Data Sheet 43 in duplicate for grant of re-assessment of Disability pension award, the RO will duly sign the box provided for this purpose, retain the duplicate copy with him as office copy and transmit the original to the PCDA (P) alongwith re-assessment disability pension claim.

3 SCOPE OF DATA SHEET ((G3-RA):

- 3.2 Data Sheet (G3-RA) contain columns for all relevant data which are required for sanction of Reassessment of disability element award.
- 3.3 Scheme of Data Sheet (G3-RA) will be applicable to those JCOs/ORs where the award of Disability pension/Disability element (initial) has been notified through computer.

Important Note: This may please be kept in view for strict compliance that the revised computerized system will not be applicable to the cases: -

- (a) Where initial disability pensionary awards have been notified through manual process.
- (b) Where disability pensionary awards have been notified through computer but a revision/amendment has been carried out to the above computerized PPO through manual process.
- (c) Where initial disability pensionary awards have been notified through computer but a claim for reassessment of disability have been initiated/sent by the RO to the office of the PCDA (P) for notification through manual process.

4 COMPLETION OF DATA SHEET:**General:**

- 4.1.1 The Data Sheet (G3-RA) has been designed for capturing data for re-assessment award of disability element.
- 4.1.2 The Data Sheet (G3-RA) should be filled in neatly and accurately in block letters. Only one alphabet or numeric or Special Character should be filled in one box. While filling various data viz. alphabetic, alphanumeric and numeric, instructions earlier issued for filling up LPC-cum-Data Sheet (DIS) may be kept in view.
- 4.2 Cuttings and alterations should be avoided. However, if such cuttings/alterations become unavoidable, the same should be

properly attested under the signature of the authority competent to do so.

4.3 The data being furnished in Cage-I of the data sheet (G3-RA) should incorporate the latest information as notified by the PCDA (P) EDP centre through original/Corr. PPOs.

4.4 A list of various kinds of data to be filled in various columns is given below:-

(a) **Alphabetical data**

Columns: - 3,4,11,14,34

If number of boxes are less than the number of alphabets, the same may be suitably abbreviated.

(b) **Alphanumeric data:-**

Columns: - 2,,5,6,7,8,12,13,15,16,17,18 to 33 and 35 & 36.

(c) **Numeric data: -**

Columns: - 1,9,10,37, and 38.

Important - In cases where any columns/cages are to be left blank, nothing at all, should be entered in the concerned Columns/Cages. In other words, no Zero or Special Characters shall be entered therein.

5 CODES AND DATES:

5.1. Various dates viz. date of M.B. held and date of receipt of claim shall be entered as YY MM DD as is being done in the case of other data sheets.

5.2 Codes are to be used for filling up of certain columns of data sheets (G3-RA).

Column	1	Record Office Code
Column	4	Type of award
Column	9	PDO
Column	10	DPDO
Column	11	State
Column	14	Bank
Column	19,22,25,28&31	Rank at on set of ID's
Column	34	CAA
Column	36	Period of acceptance.

5.2 The Codes for the above columns, except Column 4 (type of award), are already prescribed in the instructions for completing LPC-cum-Data Sheets for service and disability pensionary awards respectively, with which the ROs are fully conversant. The same codes will be used for the data sheet (G3-RA) also for re-assessment of disability of JCOs/ORs.

5.2.1 A list of Record Office Codes, PDO Codes, DPDO, State Bank and rank at the onset of Different ID's are illustrated at **Appendix-2.**

5.2.2 Type of Award (Columns 4):

Category	Code
Disability pension award	A
Disability element award	B

(c) Constant Attendance Allowance (CAA) Col. 34).

This column will indicate whether constant attendance allowance has been granted to the individual or not. "Y" will be entered in this column if the degree of reassessment of disablement has been accepted at 100% and CAA has been recommended by the PCDA (P). Otherwise "N" will be entered in this column.

5.2.3 Period of Acceptance (Column 37):

Category	Code
Accepted for life award	F
Accepted permanent award	P
Accepted for specified years	1 to 9

5.3 Column-wise instructions for filling up of Data Sheet (G3-RA) :

Column 1 (RO Code)	From RO code list.
Column 2 (Regtl. No.)	From the last Service/Disability PPO notified by the PCDA (Pensions).
Column 3 (Name)	Do
Column 4 (Type of award)	From disability pension PPO if the disability pension PPO has been issued in D/P series Code 'A' shall be filled in, Otherwise, if the PPO was issued in 'D' series, Code 'B' will be filled in.
Column 5 (Service pension PPO No.)	From the original service pension PPO notified through computer by the PCDA (P), if any.
Column 6 (Disability Element PPO No.)	From the Disability Element PPO notified through computer by the PCDA (P) if any.
Column 7 (Disability Pension PPO No.)	From the Disability Pension PPO notified through computer by the PCDA (P) if any.
Column 8 (Last G3-RA PPO No.)	From the last D/RA series PPO No. issued through computer, if any.
Column 18	

Column 21	Percentage of re-assessment of different IDs	From the case adjudication sheet (opening sheet of G-3/RA)
Column 24		
Column 27		
Column 30		
Column 33	Composite assessment	
Column 19	Rank at different IDs	From the Sheet Roll
Column 22		
Column 25		
Column 28		
Column 31		
Column 20	Interim assessment percentage of different Ids	From the case adjudication sheet (opening sheet of G-3/RA)
Column 23		
Column 26		
Column 29		
Column 32		
Column 35	Composite Interim assessment percentage	
Column 34	CAA	From the cases adjudication sheet (opening sheet (G3-RA)
Column 37	Period of acceptance	From the case adjudication sheet (opening sheet (G3-RA).
Column 38	Date of M.B. held	From the reassessment medical board proceedings.

Column 9 (PDO), Column 10 (DPDO Code), Column 11 (PDO State), Column 12 (DPDO Station), Column 13 (Link Bank), Column 14 (Bank-Code), Column 15 (Bank Account No.) Column 16 (Bank Branch), Column 17 (Bank Station) are to be filled only, if any modification i.e. the latest PDA from where the pensioner is drawing pension is proposed to the PDA details notified earlier with reference to the Re-survey Medical Board proceedings or any other authenticated information furnished by the pensioner.

5.3.2. The Service Pension PPO No. (Col. 5) will be filled in as follows (where applicable):

Ist box	An Alphabet "S"
3 rd to 8 th box	The number part of the PPO in six digits. If the number is of less than six digits one or more boxes on the left hand side shall be filled in with Zeros.
10 th & 11 th box	The year part of the PPO is to be filled. In these boxes.

The Disability Element PPO No. (Col. 6) will be filled in as follows
(Where applicable):

Ist and 2 nd box	Alphabets "DE" indicating PPO series.
4 th to 9 th box	The number part of the Disability element PPO notified through computer will be filled in a similar manner as prescribed for the service PPO.
11 th & 12 th box	The year part of the PPO.

Disability Pension PPO No.

(Col. 7) will be filled in from the disability pension PPO in the manner prescribed above except that the PPO series will be filled in as Prefix "D".

Last G3 RA PPO No.

(Col. 8) will be filled in from the "D/RA" series of PPO if issued through the computer earlier. In this column the details of the latest "D/RA" PPO issued from the PCDA (P) is to be filled in as follows:

Ist box	Alphabets "D"
3 rd & 4 th box	Alphabets "RA"
6 th & 10 th box	The number part of the last "D/RA" PPO issued by the computer center of the PCDA (P)
12 th & 13 th box	The year part of the last "D/RA" PPO issued by the computer center of the PCDA (P).

5.3.3 Column 1 (RO – Code), Column2 (Regimental No.) and Column 3 (Name) are to be filled from the information given in the latest Service/Disability PPO issued from Computer Centre of the PCDA (P).

(Authority: PCDA(P) Circular No. 158 (bearing file No. Grants/Tech/0156/VI dated 28.04.1994)

APPENDIX -10**(Referred to in Note 2 to Para 179)**

The rates of special family pension admissible from time to time are as under:-

Prior to 1-06-53

The rate of special family pension was a fixed rate for each rank.

(Authority: Regn. 404, PRA(INDIA) Part-II (1940 Edn.)

From 01.06.1953 but before 01.01.1964

The rate of special family pension was a fixed rate for each rank

(Authority: Regn. 227, PRA Part-I (1961 Edn.)

After 1-1-64

The rates of special family pension for those who retired/died on or after 1-1-64 but before 31-12-72 are as under:-

Pay of the deceased

Below Rs. 200/- p.m.

Rs. 200/- pm. and above but below Rs. 800/- p.m.

Rates of special family pension

45% of pay subject to a maximum of Rs. 75/- and minimum of Rs. 40/-

25% of pay subject to a maximum of Rs. 150/- p.m. and minimum of Rs. 75/- p.m.

Authority: Govt. of India, Ministry of Defence letter NO. 196093/Pen-C dated 14.06.67 (Group order No. 640 dated 29.07.67)

From 1-1-73**Pay of the deceased**

(i) Below Rs. 400/- pm.

(ii) Rs. 400/- and above but below Rs. 1200/- pm.

(iii) Rs. 1200/- pm. and above

Rates of special family pension

45% of pay subject to a maximum of Rs. 125/- pm. and minimum of Rs. 96/- pm.

25% of pay subject to a maximum of Rs. 250/- and minimum of Rs. 125/- pm.

20% of pay, minimum of Rs. 270/- and maximum of Rs. 460/-pm.

(Authority: GOI, MOD No. A/49785/AG/PS-4(a)/2663/Pe-C dated 15.04.1977)

From -1-1-86

(a) If the widow is childless	(i) Not exceeding Rs. 1500/-	50% of Reckonable emolument subject to minimum of Rs. 375/-
	(ii) Exceeding Rs. 1500/- but not exceeding Rs. 3000/-	40% of Reckonable emoluments subject to minimum of Rs. 750/-
	(iii) Exceeding Rs.3000/-	30% of Reckonable emoluments subject to minimum of Rs. 1200/- and maximum of Rs. 2500/-
(b) If the widow has Children	In all cases	60% of Reckonable emoluments subject to minimum of Rs. 750/- and maximum of Rs. 2500/-

Note: 1. Reckonable emoluments for this purpose will be pay including classification pay, if any, last drawn by the individual.

Note: 2. Special family pension at the rates indicated as at (b) above shall be admissible to the widow till the child/ children attain the age prescribed under rules and thereafter the widow shall be paid family pension at the rates indicated as at (a) above special family pension shall be regulated similarly where parents have been nominated as the first life awardee.

Note: 3. In cases where special family pension is granted to the widow and she dies or remarries, the children shall be paid special family pension at the rates indicated at para (a) above and the same rate shall also apply to fatherless/motherless children. In both the cases, special family pension shall be paid to the children for the period during which they would have been eligible, as in the case of ordinary family pension.

(Authority: Govt. of India, Min. of Def. Letter No. 1 (5)/87-D(Pen/Sers) dt. 30-10-87).

APPENDIX -11**(Referred to in Para 194)****INSTRUCTIONS FOR COMPLETING LPC- CUM- DATA SHEET:****FAMILY PENSION TO DECEASED JCOs/ORs POST 1.01.1986 CASES****Introduction:-**

- 1.1** Ordinary family pension is admissible when an individual dies on account of causes which are neither attributable to nor aggravated by military service:
1. Either while in- service provided he had been found fit after successful completion of the requisite training and medical examination at the time of enrolment. However, in cases where the individual was having less than one-year service a certificate to this effect will be given by the Record offices.
 2. After discharge from service and was in receipt of or eligible for service /disability /invalid/ war injury pension.
- 1.2 (a)** This Data Sheet i.e. LPC-CUM- DATA SHEET:- Family Pension (ORs) post 1.01.86 will be used in respect of the cases where the armed forces personnel below officers rank died during service on or after 1.01.1986 and also in those cases where the individual has been discharged from service on or after 1.01.1986 with a pension but family pension was not notified jointly alongwith the pension.
- (b)** Further this data- sheet will be used only in those cases where both family pension and death gratuity is payable to the spouse of the deceased based on the nomination available.
- 1.3** The data sheet will be prepared by the R.Os. in triplicate as per the instructions contained in the succeeding paras. The family pension claim will be submitted to this office along with the relevant documents as per the existing rules alongwith the LPC-Cum-Data Sheet :- Family pension (ORs) : post 1.01.86
- 2.** The data sheet is divided into three portions namely:
- A:** Particulars of the Deceased
 - B:** Family particulars
 - C:** Other particulars
- 2.1** The Record Office will initiate the data sheet in triplicate with reference to the records held at his end after filling in the affected columns in A, B, C, of the data sheet. Remaining columns shall be left blank.
- 2.2** After completing the data sheet as above, the Record office will get it checked/ completed by the PAO(ORs) concerned. For this purpose, all the three copies of data sheet will be forwarded to P. A.O. (ORs) concerned who after checking and completing the data sheet will return two copies ie original and duplicate to the Record office and retain the third copy as office copy. The R.O. will retain the duplicate copy with him as the office copy and transmit the original copy to the PCDA(P) alongwith the supporting documents for grant of family pension.

Important Note

It may be noted that in post retirement death cases where family pension was not notified earlier and the deceased pensioner was in receipt of pension, the data- sheet including pay particulars are to be completed by the ROs based on the relevant details including pay particulars already held by them. Such claims are to be submitted to this office directly and need not be routed through PAOs.

3. COMPLETION THE DATA SHEET

GENERAL

- 3.1** The data sheet consists of 41 columns, which are required to be completed by ROs/PAOs in accordance with the instructions given below. The Data- sheet should be filled in neatly and accurately in Block Letters. Only one alphabet or number as the case may be should be filled in one box. Cuttings and alterations should be avoided. If there is at all any cutting/ alteration, the same should be properly attested under the signature of appropriate authority. The data to be filled in the Data Sheet can be of one of the following types.

(a) Alphabetic Data:

Alphabetic Data Consists only of alphabets A to Z like name of pensioner, wife's name, bank code, state codes etc. alphabetic data is to be filled in from the left hand side to the right hand side of the column. If the number of boxes is more than the alphabets to be filled in, all the remaining boxes on the right hand side should be left blank.

Alphabetic Data is to be filled in columns: 1,6,8,9,22,23,29, and 30.

(b) Numeric Data:

Numeric data consists of numbers from 0 to 9. certain codes have been provided for defining the names of ROs, PDOs etc. Numerical Data is to be filled in from the right hand side to the left hand side. Zeros are to be entered in the left- out boxes.on the left hand side.

Numeric data is to be filled in Columns:
2,4,10,11,12,13,14,15,16,17,18,
19,20,21,24,26,27,35,36,37,38,39,40,&41

(c) Alphanumeric Data:

This data is mixed data and consists of both alphabets and numbers and special characters.

Alphanumeric Data is to be filled in Columns:
3,5,7,25,28,31,32,33,34.

3.2 Column wise instructions for filling of data: Column1 (Deceased in receipt of Pension)

in case the deceased was a pensioner then this column should be filled with “y” or else with “N”

e.g. “Y”

Column2:- (Amount of Pension)

If Column I is ‘y’ then the amount of pension drawn by the individual is to filled or else zeros may be filled

4	8	0	0
---	---	---	---

Column3 : Original PPO NO.)

If the deceased was drawing a pension then the PPO Number should be filled else the column should be left blank.

S/0/4/5/2/3/6/2/0/0/1

Column4: R.O. Code

In this column numeric code allotted to various RO should be filled as per **Annexure-1 of Appendix-2**. For eg. AMC Lucknow whose RO code is 85 should be filled as

8	5
---	---

Column5: Rank Last

In this column codes have already been allotted to the various ranks held by JCO’s/ORs. The same should be filled in the appropriate box. For sepoy whose code is 1 should be filled as 1 for Sub. Hony Capt. whose code is ‘c’ should be filled as G Rank codes are given in Annexure- II of Appendix-2 Column of Group

The relevant groups (A,B,C,D,E) as may be applicable is to be filled in this column.

Column 7: Regt. No.

This is an alphanumeric filled and should be filled as under

J/C/3/4/5/0/9/7/K/

Column 8: & 23 : (NATIONALITY)

The nationality of the individual will be filled in as under:

INDIAN	I
NEPALESE	N
BHUTANESE	B
FOREIGNERS	F

If the nationality of the individual is Indian it should be filled in as:

I

Column 9 Name of Deceased)

The name of the deceased as recorded in the Sheet Roll should be filled in this column. One box should always be left blank between different part of the name . for

i.e.

M/O/H/A/N/ L/A/L/ G/I/L/D/I/Y/A/L/

Column 10 to 18 & 21

The dates should be filled in as YY MM DD and should be taken from the Sheet Roll. For ie.

Y/Y/M/M/D/D

Column 19 : (Balance NQS)

If NQS exceeds the three spells, then the balance of Non- qualifying service is to be reflected in the column as:

/Y/Y/M/M/D/D/

Column 20: (Total Former Service)

Entire former service rendered by JCOs/ORs, if any may be reflected in this column as :

/Y/Y/M/M/D/D/

Column 22: (Wife's Name)

Same as Col. 9 above.

Column 24 : (Wife's year of Birth)

Only the year part of the birth is to be reflected in this column. If the wife's year of birth is 1955 then only 55 should be filled as under:-

/5/5/

Column 25: (Address of Claimant)

The address of the claimant is to be entered in this column. As it is an alphanumeric field both types (alphabetic and numeric) data are to be filled. One box should always be left blank between different parts of the address. For ie. the address is 32 Elgin Road, Allahabad it should be written as

A/L/L/A/H/A/B/A/D 3/2/ E/L/G/I/N/ R/O/A/D/

Column 26 PDO Code)

Nine codes of single digit have been allotted to various pension disbursement offices and only the relevant code as per **Annexure IV (of Appendix-2)** is to be filled. For Treasury office, the code NO. 3 is to be filled.

Column 27: (DPDO Code)

This column should be filled up only when PDO Code in column 26 is I (i.e the individual wants to draw pension thorough DPDO). The appropriate code for the DPDO as per Annexure-V of **Appendix- 2** should be

filled in this column. For instance if the individual desires to draw pension from DPDO Jalandhar, column 26 should be filled as 'I' and column 27 should be filled as 'I' if column 26 is other than I column 27 should be filled with zeros.

Column 28 PDO Station)

The station from where the individual desires to draw his pension will be entered in this column

Column 29: (PDO State code)

Abbreviation of states in two digits will be entered as per list enclosed as Annexure -VI of Appendix -2.

Column 30: (Bank/Sub-treasury code)

Abbreviation of bank in three digits will be entered as per list enclosed in **Annexure-VII** of Appendix-2. in case the family pensioner desires to draw pension from a Sub-Treasury his field is to be entered as :

S/U/B/

Column 31: (link Bank)

When the individual opts for payment through a Public Sector Bank (PDO code 9) directly without going through any other agency such as DPDO, the link bank for the corresponding paying Bank-Branch at the station should be filled in this column. It has to be checked from the list of link bank branches that the public sector bank is authorized to make disbursement of pension to Defence pensioners at that station.
Column 32 (Bank A/C No.)

The relevant A/C No. opened by the individual is to be entered in this column. No joint accounts No. is to be filled in this column. 10 Boxes have been provided for this field. If the A/C No. is S/B 1050 it is to be entered as under:

/S/B/O/O/O/1/0/5/0

Column 33 (Bank Branch)

The name of the branch of the bank from where the individual desires to draw his pension will be indicated in this column.

Column 34 (Bank Station)

The name of the Station where the bank is situated is to be indicated in this column.

Column 35 : (Basic Pay))

Basic pay last drawn by the individual as per records held by PAO in the IRLA is to be entered. For eg. If the pay is Rs. 4800/- it will be entered as

4	8	0	0
---	---	---	---

Column 36 D. Pay) & Column 37 Stag-Inc)

Four Digits for D. Pay and three digits for stag. Increment is to be entered in these columns, if admissible.

Column 38 (Class Pay)

Two digit class pay is to be entered in this

Column 39 : (Amount of PEA)

Amount paid as pending enquiry award is to be reflected in this column else filled with zeros by the Record offices.

Column 40 : (Amount of Demand)

Total amount of demand outstanding is to be reflected in this column.

The entries to the left of the decimal point indicate Rupees and to the right paise. For instance a demand of Rs. 365.50 is outstanding against an individual the data in this column will be filled as

/0/0/0/0/3/6/5/./5/0/

if the paise part is zero, then the right hand side of the column is to be invariably entered as 0/0/ meant for paise.

Column 41 : (Date of Receipt by PAOs)

The dates should be filled in as YY MM DD as shown above.

INSTRUCTIONS FOR PAO (ORs)

A copy of instructions issued to the Record offices for filling up the data sheet for ordinary family pension in respect of JCOs/ORs is enclosed. Ros will submit cases in triplicate to PAO (ORs) after completing relevant columns of the data sheet as applicable. Third copy will be retained by PAO(ORs) while original and duplicate will be returned to ROs after carrying out necessary check/ completion of data sheet.

2. Since the data sheets proposed by ROs is subject to 100% checking with reference to documents held with him, it is impressed upon all the PAO(ORs) that the utmost care should be taken at their end while checking/ completing the data sheet. PAO(ORs) shall complete column 35,36 and 38 of the data sheet and in addition they shall ensure the correctness of all other columns filled by ROs with reference to relevant documents.

3. After filling/checking up the affected columns of data sheet, PAO(ORs) should sign and affix the LPC Seal in all cases in the space provided at the bottom of the format

(Authority: PCDA(P) Circular No. 160 dated 02.09.94 bearing file No. Gts/Tech/0156)

APPENDIX-12

(Referred to in Paras 162, 194 and 212)

**FAMILY PENSION OF PBORs-ARMY
INSTRUCTIONS FOR COMPLETION OF DATA SHEET OF PENSIONARY
AWARDS IN RESPECT OF FAMILY PENSION OF PBOR-ARMY****General**

- 1.1 Data Sheet has been designed for notification of all types of family pensionary awards on computer. The data should be filled in neatly and accurately in block letters. Only one alphabet or numeric or special character should be filled in one box. While filling various data viz., alphabetic, alphanumeric and numeric, instructions earlier issued from time to time respecting data sheet should be kept in view.
- 1.2 In case of more than one eligible recipient, separate data sheets will be prepared for every recipient of the family pension such as parent, widow and eldest eligible child. Only Part-I of the data sheets will be filled by the ROs and Part -II of the data sheets will be filled by Office of the Pr. CDA(P), Allahabad.
- 1.3 Cutting and alterations should be avoided. However, in cases where such cuttings/alterations become unavoidable, it should be properly attested under the signature of authority competent to do so.
- 1.4 Various kinds of data may be filled in various columns of data sheet as given below.

(a) Alphabetic Data

Alphabetic data shall be filled in from the left-hand side to the right hand side of the column. If the number of boxes is more than the alphabets to be filled in all the remaining boxes on the right hand side should be left blank. Similarly, if the numbers of boxes are less than the number of alphabets, alphabetic information may be suitably abbreviated but in no circumstances additional boxes shall be created. Following columns will be filled with alphabetic data.

Columns:-

1,6,8,9,24,26,27,29,30,31,33,34,36,38,39,51,52,54,56,57,58,59,60,

(b) Alphanumeric Data

Alphanumeric data consists of alphabets, numeric and special characters. These data are also filled in from the left side to the right side of the column. Unutilized boxes are left blank and if the boxes fall short of requirement, suitable abbreviation will be carried out but in no circumstances additional boxes should be created. Following Columns will be filled with alphanumeric data.

Columns: 4,5,7,21,22,23,44,45,46,47,48,49,50,53

(c) Numeric Data

Numeric data will be filled in from right hand side to the left-hand side, Zeros shall be filled in the unused boxes on the left hand side. Following Columns will be filled in with numeric data. Columns:-

2,3,10,11,12,13,14,15,16,17,18,19,20,25,28,32,35,40,41,42,43,55,61,62,63, 64,65,66

1.5 Dates

Various dates appearing in the data sheet will be entered as YYYYMMDD.

Here YYYY denotes Year, MM denotes Month and DD date. In field no. 15

and 16 i.e. TOTAL-NQS and FORMER-SERVICE will be entered as YMMDD.

2. COLUMN-WISE INSTRUCTIONS FOR FILLING UP OF DATA SHEET:

Column wise detailed instructions are as under:

Column 1 (Nature of original pension)

This should only be filled when death of deceased takes place after discharge with the following codes:-

(i)	“W” ----->	When he was in receipt of War- Injury-Pay.
(ii)	“S” ----->	When he was in receipt of Service- Pension.
(iii)	“D” ----->	When he was in receipt of Disability-Pension.
(iv)		When he/she was in receipt of pension, this column should be left blank.

In the case of death during service, it should be kept blank.

Example: If the deceased was in receipt of Disability pension:-

D

Column 2 (Pension Amount):-

This should be filled with the original pension granted to deceased at the time of his discharge in case of death after discharge cases only, otherwise it should be filled with zeroes. When field number “I” is either filled with “W” or “S” or “D” it should not be zeroes.

Column 3 (RO Code):- Record Office code should be filled in as per **ANNEXURE-I of Appendix-I** where the individual was enrolled.

Example: If the deceased was enrolled in AMC, it should be filled with 85 as under:-

8	5
---	---

Column 4 (Original PPO No.):-

This should only be filled when death of deceased takes place after discharge. When field “I” is not spaces, it should invariably be filled in following manner:-

First column should be filled with series of PPO number under which pension to deceased was sanctioned.

Next 9 columns should be filled with next alphabetic part of the PPO number, if any, otherwise it should be left blank.

Next 6 columns should be filled with year of the PPO number.

Next 4 columns should be filled with year of the PPO number.

Example: If the deceased was granted disability pension as per this office PPO number D/BC/4545/1998, it should be filled with as under:-

D	/	B	C							/	0	0	4	5	4	5	/	1	9	9	8
---	---	---	---	--	--	--	--	--	--	---	---	---	---	---	---	---	---	---	---	---	---

Column 5 (rank last):-

Rank-code for Rank last held by the deceased as per **ANNEXURE-II of Appendix-I** will be indicated in this field.

Example: If the deceased was SEPOY, it should be filled with “I” as under:

I

Column 6 (Group Pension):-

Group of the deceased PBOR will be indicated in this field.

Example: If the deceased was in Group “Y” , it should be filled with “Y” as under :-

Y

Column 7 (Regimental Number):-

Regimental Number of the PBOR should be filled in this field. The last character of this column is meant for check digit and should, therefore, be either an alphabet or blank

Example: If the deceased was a JCO and his regimental number was 0123456F, it should be as under:-

0	1	2	3	4	5	6	F
---	---	---	---	---	---	---	---

Example: If the deceased was a JCO and his regimental number was JC033451H, it should be as under:-

J	C	0	3	3	4	5	H
---	---	---	---	---	---	---	---

Column 8 (Deceased Nationality):-

Nationality of PBOR will be filled in as under:

Indian	→	"I"
Nepalese	→	"N"
Bhutanese	→	"B"

Column 9 (Deceased Name):-

Name of the individual as recorded in the sheet-roll of service personnel should be filled in this column. One box should be left blank between different parts of the name.

Example: For deceased name Nag Nath Yadav, it should be filled as under:-

N	A	G		N	A	T	H		Y	A	D	A	V				

In this column 36 boxes have been provided.

If the name of the deceased is bigger than the boxes provided for the name should be abbreviated properly.

DATA-FIELDS:-

Column: 10,11,12,13,14,
information
25,28,32,55,64
documents as under

These Columns should be filled as
available in sheet-Roll & supported

Y	Y	Y	Y	M	M	D	D
---	---	---	---	---	---	---	---

Example: For any DATE 29 August 2001 i.e. 29.08.2001 it should be written as under :

2	0	0	1	0	8	2	9
---	---	---	---	---	---	---	---

Column 13 (Date Upto which paid):-

This Column has been provided for filling the date of last pay actually drawn, so that D.A. for Gratuity purpose can be calculated on the basis of D.A. rates in force on this date. In other words. if the pay has not been drawn on the date of retirement, the date immediately proceeding the date of retirement on which the pay has actually been drawn should be shown in this column. This column should not be left blank.

If the date of last Pay drawn is 29-12-2000 the same shall be filled as under:-

2	0	0	0	1	2	2	9
---	---	---	---	---	---	---	---

Column 15 (Non Qualifying Service) & Column 16 (Former Service):-

Total non-qualifying service and former service should be calculated and should be written as YMMDD

Example: For NON-QUALIFYING-SERVICE 01 year 04 months 15 days, it should be filled in column 15 as under:-

0	1	0	4	1	5
---	---	---	---	---	---

Column 16 (Former Service):-

Former service should be calculated and should be written as YMMDD.

Example: For FORMER SERVICE 01 year 04 days, it should be filled in column 16 as under :-

0	1	0	4	1	5
---	---	---	---	---	---

Column 17 & 18 (basic Pay and Stagnation Increment):-

Basic pay & stagnation increment if any as drawn by the individual at the time of retirement/death/missing should be filled in these Columns respectively.

Column 19 (CLASSIFICATION ALLOWANCE):-

Classification Allowance, if any as drawn by the individual at the time of retirement/death/missing should be filled in this column.

Column 20 (Demand):-

Total amount of demand outstanding is to be reflected in this column in whole rupees i.e. in rounded form.

Column 21, 22, & 23 (Gallantry Award, if Any):-

This should be filled from **Annexure III of Appendix -I** Gal-Code shall be filled in first box and each bar shall be filled in second box. If more than one Gallantry Award is to be given to the same personnel, highest award should be in column 21, next to next to highest award should be in column 22 and next award should be filled in column 23. If no Gallantry Award is admissible or only one gallantry award is admissible, rest columns should be left blank.

Example:- If the gallantry award is SHAURYA CHAKRA for the first time (i.e. without any bar) the field should be filled in column 21 as under:

S	O
---	---

And column 22 & 23 will be left blank.

Column 24 (Missing personnel):

This column should be filled either with "Y " or "P or "N" as under

For Missing personnel ---→ Fill with "Y"
 For Missing Pensioner ---→ Fill with "P"
 For Rest Family Pension Cases ---→ Fill with "N"

Column 26 (Whether Married):-

Marriage status of the Personnel/deceased Personnel should be filled in this column as "Y" or "N" as under :-

For Married personnel ----> Fill with "Y"
 For Unmarried Personnel ----> Fill with "N"

Column 27 (Widow-Alive):-

Whether the wife of personnel is alive or not, it should be filled here with "Y" or "N" as under:

For wife alive ----> Fill with "Y"
 For wife not alive ----> Fill with "N"

Column 29 (Name of the family Pensioner):-

Name of the family pensioner to whom family pension is to be notified should be filled in this column as recorded in the sheet-roll/family details of the service personnel/Deceased personnel. One box should be left blank between different parts of the name

Example: For family pensioner name Kareena Kapoor, it should be filled as under:

K	A	R	E	E	N	A		K	A	P	O	O	R				

In this column 36 boxes have been provided.

If the name of the deceased is bigger than the boxes provided for the name should be abbreviated properly.

Column 30 (Nationality of Family pensioners):-

Nationality of PBOR will be filled in as under:

Indian -----> "I"
 Nepalese -----> "N"
 Bhutanese -----> "B"

Column 31 (Relation With Deceased):-

It should be filled as per the code mentioned below:

"W" ----> FOR- WIFE
 "F" ----> FOR-FATHER
 "M" ----> FOR-MOTHER
 "S" ----> FOR-SON
 "D" ----> FOR-DAUGHTER
 "T" ----> FOR-DIVORCED DAUGHTER
 "U" ----> FOR-WIDOWED DAUGHTER
 "B" ----> FOR-BROTHER
 "C" ----> FOR-SISTER

Column 33 (whether Handicapped Child):-

If the family pension is to be notified either to the son or to the daughter of the missing personnel/deceased personnel and he/she is physically handicapped, it should be mentioned as "Y" in this filled otherwise it should be filled as "N" as under:

For Handicapped child ----> Fill with "Y"
 For not Handicapped child ----> Fill with "N"

If family pension is to be sanctioned neither to a son nor to a daughter, this column should be left blank.

Column 34 (Whether Family Pension Payable):-

This column is to be filled as “Y” OR “N” as the case may be

For Family pension to be notified ---→ Fill with “Y”
 For Family Pension not to be notified ---→ Fill with “N”
 Or for death gratuity only to be notified.

Column 35 (F.P. Share Fraction):-

This numeric field is a set of three characters, of which first character denotes a numerator and rest two characters denote denominator. If full family pension is to be notified this column should be filled with “000” whereas if divided share of family pension is to be notified, firstly it should be converted in fraction with one numerator and two denominator and then this fraction should be filled in this column.

Example: if the family pension is to be divided between two wives and 2/3rd pension is to be notified to the family pensioner in question, it should be filled in as under

2	0	3
---	---	---

Column 36 (Whether Gratuity Payable):-

This column is to be filled with ‘Y’ OR ‘N’ as the case may be

For Death Gratuity to be notified ---→ Fill with “Y”
 For Death Gratuity not to be notified
 Or for death gratuity only to be notified. } ---→ Fill with “N”

Column 37 (Gratuity - Share Fraction):-

This numeric field is a set of three characters, of which first character denotes a numerator and rest two characters denote denominator. If full Death Gratuity is to be notified this column should be filled with “000” whereas if divided share of Death Gratuity is to be notified, firstly it should be converted in fraction with one numerator and two denominator and then this fraction should be filled in this column.

Example: If the Death Gratuity is to be divided between two wives and 2/3rd Death Gratuity is to be notified to the family pensioner in question, it should be filled in as under

2	0	3
---	---	---

Column 39 (Medical Allowance Option):-

If individual has opted for drawl of fixed medical allowance this column should be filled with ‘Y’ alphabet otherwise with ‘N’ alphabet. This column should invariably be filled in.

For Medical Allowance Payable ---→ Fill with “Y”
 For Medical Allowance not Payable ---→ Fill with “N”

Column 39 (Guardian Name):-

If on the date of commencement of family pension, the family pensioner is minor, the name of guardian should invariably be filed otherwise, this column should be left blank.

Column 40 (PEA i.e. Pending Enquiry Award):-

If any amount of Pending Enquiry Award had been paid to family pensioner, it should be reflected in this column, so that the recovery of PEA could be affected.

Column 41 (Refund/Interest on pensionary emoluments):-

If any amount of Refund/Interest on pensionary emoluments is to be refunded/paid to family pensioner, it should be reflected in this column, so that the payment could be made.

Column 42 (PDA Code):-

The codes for different PDAs are given in **Annexure-IV Appendix -I** the same should be filled as per the code shown against each

Column 43 (DPDO Code):-

List of code as given in **Annexure- V of Appendix -I** may be used to fill up this Column.

Column 44 (PDA Station):-

The station headquarter of the Pension Disbursing Agencies from where individual had desired to draw his pension will be entered in this Column. This column should be left blank in cases of Public Sector Bank

Column 45 (PDA State Code):-

Codes for various states as published in **Annexure-VI of Appendix -I** will be used to fill up this Column. These are two digit alphabetic codes.

Column 46 (Bank/Sub-Treasury Code):-

Three digit alphabetic codes for PSBs as published in **Annexure- VII V of Appendix -I** will be used to fill up this Column. If the individual had desired to draw his pension from a sub-treasury, code "SUB" will be filled in this Column.

Column 47 (Bank Account Number):-

This column will be completed on the basis of information as furnished by the individual in his application. No Joint Account number should be entered in this column.

Column 48 (Link Bank):-

Link Bank Branches are located at Distt. Headquarters. Complete address of the Link Bank Branch should be filled in this Column. Link Bank Branch for a particular station will be found in the list of link bank branches at various station in the list as notified by the RBI. List of state-wise of PSB is. given at Appendix -16

Column 49 (Bank Branch):-

The name of the bank branch from where the pensioner desires to draw his/her pension will be indicated in this Column.

Column 50 (bank/Sub-treasury Station):-

The station where the bank branch or sub-treasury is situated is to be entered in this Column.

Column 51 (First Recipient of Family Pension):-

If the pension type is "OFP", it should be left blank, whereas it should invariably, be filled when pension type is either "SFP" or "LFP" with following codes:-

When initial family pension was granted/ Is to be granted to father or mother	Fill with "P"
When initial family pension was granted/is to be granted to widow of deceased	Fill with "W"
When initial family pension was granted/is to be granted motherless child	Fill with "C"

Column 52 (Last Recipient of Family Pension):-

This column is to be filled when division of SFP/LFP is to be made, with the family -pensioner's relation with the deceased, whose pension is to be divided. If the pension type is 'OFP', it should be left blank, whereas it should, invariably, be filled whenever case for division of "LFP" or "SFP" is to be processed.

It should be fill as per the code mention below

"W"	---->	FOR- WIFE
"F"	---->	FOR-FATHER
"M"	---->	FOR-MOTHER
"S"	---->	FOR-SON
"D"	---->	FOR-DAUGHTER
"T"	---->	FOR-DIVORCED DAUGHTER
"U"	---->	FOR-WIDOWED DAUGHTER

Column 53 (Previous PPO of Family pensioner):

This should only be filled when division of family pension is involved, with the PPO No of the previous family pensioner, whose family pension is to be divided.

First Column should be filled with series of PPO number under which family pension to family pensioner was sanctioned.

Next 9 columns should be filled with next alphabetic party of the PPO number, if any, otherwise it should be left blank

Next 6 columns should be filled with numeric part of the PPO number.

Next 4 columns should be filled with year of the PPO number.

Example: If the family pensioner was granted liberalized family pension as per this office PPO number F/BC/0545/1999, it should be filled with as under:-

F	/	B	C							/	0	0	4	5	4	5	/	1	9	9	9
---	---	---	---	--	--	--	--	--	--	---	---	---	---	---	---	---	---	---	---	---	---

Column 54 (whether widow Re-Marry):-

Whether the wife of deceased has re-married or not, it should be clearly mentioned in this column with “Y” or “N” where the personnel died as bachelor or widower, it should be left blank.

Column 56 (whether Widow Has Child):-

Whether the widow has child or not, it should be clearly mentioned in this column with “Y” or “N” where the personnel died as bachelor it should be left blank.

Column 57 (whether Family Pension with Child):-

If the widow is childless, this column should be left blank otherwise it should be filled with following codes:-

When child/children lives /live with Family-Pensioner , whom the pension is to be notified	Fill with “Y”
When child/children does/do not live with the Family-Pensioner, Whom the pension is to be notified.	Fill with “N”
When Family-Pensioner is child Himself/herself	Fill with “C”
When Family-Pensioner was sanctioned to child and all the children became ineligible and Family Pension is to be sanctioned to Father/ Mother of the deceased	Fill with “D”

Column 58 (Whether Parent Alive):-

When "LFP" or "SFP" is to be sanctioned either to mother or to father, this column should invariably be filled with the following codes.

When both of parent are alive	----→	Fill with "Y"
When both of parent are dead	----→	Fill with "N"
When only mother of deceased is alive	----→	Fill with "M"
When only Father of deceased is alive	----→	Fill with "F"
For rest cases column 58 should be left blank		

Column 59 (Whether Parent Employed):-

When "SFP" is to be sanctioned either to mother or to father, this column should invariably be filled with the following codes.

When parent employed	----→	Fill with "Y"
When parent not employed	----→	Fill with "N"
For rest cases column 59 should be left blank.		

**Part-II (column 60 to 66) To be filled by the office of the PCDA(P),
Allahabad (In all type of cases**

Column 60 (Pension Type):-

Nature of family pension to be granted, is to be filled in this column. This column should invariably be filled with the following codes:-

FOR LIBERLISED FAMILY PENSION	----→	Fill with "LEP"
FOR SPECIAL FAMILY PENSION	----→	Fill with "SEP"
FOR ORDINARY FAMILY PENSION	----→	Fill with "OFP"

Column 61 (life Award):-

When "LFP" or "SFP" is to be sanctioned, this column should invariably be filled with "1" or "2" as under:-

For first life award of LFP/SFP	----→	Fill with "1"
For second life award of LFP/SFP	----→	Fill with "2"
For "OFP" column 61 should be left blank.		

Column 62 (Pre Sanction Pension-1):-

This column is a three dignity numeric field and should be filled only in the case of division of LFP/SFP. The cases of division of LFP/SFP have been divided into two categories as follows:-

- (i) Initial Division of LFP/SFP.
- (ii) Subsequent Division of LFP/SFP

(1) Initial Division of LFP/SFP.**(2)**

When a division of LFP/SFP is initially involved, separate LPC-CUM-DATA-SHEET for each sharer will be prepared. This column of the data sheet for the first sharer will be left blank. For the 2nd sharer, total pension would have been granted had the family pension been not divided should be worked out in percentage form and should be filled in this column of 2nd

sharer's LPC-CUM-DATA -SHEET. The first -sharer DATA-SHEET should be processed in a separate batch and after notification of first sharer pension, rest sharers cases should be processed in another batch column 62 will be filled with the help of this PPO. These percentage may be one of them as mentioned hereunder:-

30% of pay but not equal to Rs 1275 or Rs 2550	--→ fill with "030"
50% of pay but not equal to Rs 1275 or Rs 2550	--→ fill with "050"
60% of pay but not equal to Rs 1275 or Rs 2550	--→ fill with "060"
100% of pay but not equal to Rs 1275 or Rs 2550	--→ fill with "100"
Minimum Pension of Rs 1275	--→ fill with "002"
Minimum Pension of Rs 2550	--→ fill with "001"
for first sharer pension	--→ fill with "000"

Example:- Suppose a case of initial division of liberalized Family Pension between two widows in equal share is to be processed in the case of a havildar group "B", whose basic pay was Rs 5000/-, classification allowance was Rs 50/- and stagnation increment was Rs Nil. The notional family pension and divided share of Liberalized Family Pension is now to be notified will be worked out as under:-

Pay for LFP= Basic-Pay+ class allowance + stagnation increment
 $5000+050+00= 5050$

Notional LFP= 100% of Pay i.e. Rs 5050

First widow-share = $5050 \times 1/2 = 2525$

(Column 62 of data-sheet for first widow will be filled with "000" and for divided share, column 35 is to be filled with "102")

Notional LFP= 100% of Pay i.e. Rs 5050

Second widow-share = $5050 \times 1/2 = 2525$

(Column 62 of data-sheet for first widow will be filled with "100" and for divided share, column 35 is to be filled with "102")

Here, your attention is drawn towards column 62. for first widow-share, it is "000" whereas for 2nd widow -share , it is "100".

(2) Subsequent Division of LFP/SFP:-

When case for subsequent division of LFP/SFP is to be processed, LFP/SFP already granted should be filled in this column in percentage form as explained above. However, in the above example, for both sharer, column 62 will be filled with "100". All cases of divisible shares will be processed in the same batch through separate LPC-CUM-DATA-SHEET for every sharer.

Column 63 (Pre sanction Pension-2):-

This column is a two digits numeric field and should be filled only in the case of division of LFP/SFP. The cases of division of LFP have been divided into two categories as follows.

(iii) Initial Division of LFP/SFP

(iv) Subsequent Division of LFP/SFP

(3) Initial Division of LFP.SFP:-

When a division of LFP is initially involved, separate LPC-CUM-DATA-SHEET for each sharer will be prepared. this column of the data sheet for the first sharer will be left blank. For filling this column for the 2nd sharer ,

the PPO of first sharer should be seen and if it is found that two rates of liberalized family pension have been provided for in the PPO, total pension (second rate) would have been granted had the family pension been not divided, should be worked out in percentage form and should be filled in this column of 2nd sharer's LPC-CUM-DATA-SHEET. The first sharer Data-sheet should be processed in a separate batch and after notification of first sharer pension, rest sharers cases should be processed in another batch column 63 will be filled with the help of this PPO. These percentage may be one of them as mentioned hereunder.

30% of pay but not equal to Rs 1275	--→ fill with "30"
50% of pay but not equal to Rs	--→ fill with "50"
60% of pay but not equal to Rs 1275	--→ fill with "60"
minimum Pension of Rs 1275	--→ fill with "02"
for first sharer pension	--→ fill with "00"

Example:- Suppose a case of initial division of liberalized Family Pension in equal share is to be processed in the case of a havildar group "B", whose basic pay was Rs. 5000/-, classification allowance was Rs. 50/- and stagnation increment was Rs Nil and recipient is a person whose Family Pension and divided share of liberalized Family Pension is now to be notified will be worked out as under:-

Pay for LFP= Basic-Pay+ class allowance + stagnation increment
 $5000+050+00= 5050$

First rate of **Notional LFP**= 100% of Pay i.e. Rs 5050

First rate of first shares-share = $5050 \times 1/2 = 2525$

Second rate of **Notional LFP**= 60% of Pay i.e. Rs 3030

Second rate of first shares-share = $3030 \times 1/2 = 1515$

(Column 63 of data-sheet for first person will be filled with "000" and for divided share, column 35 is to be filled with "102")

(Column 63 of data-sheet for second person will be filled with "100" and for divided share, column 35 is to be filled with "102")

Here, your attention is drawn towards column 63. For first widow-share, it is "00" whereas for 2nd shares -share , it is "100".

(2) Subsequent Division of LFP:-

When case for subsequent division of LFP is to be processed, LFP already granted should be filled in this column in percentage form as explained above. However, in the above example, for both sharer, column 62 will be filled with "30". All cases of divisible shares will be processed in the same batch through separate LPC-CUM-DATA-SHEET for every sharer.

Column 64 (family Pension Date From):-

This column should be left blank, when Family Pension is to be notified from the next date of death of the deceased or from the date for FIR in the case of missing personnel. Whenever Family Pension is to be notified

from any other date other than from the next date of death of the deceased or from the date of FIR in the case of missing personnel.

Column 65 (Ex-Gratia):-

In the case of LFP/SFP, Ex-Gratia to be notified in the PPO should be filled in this column.

Column 66 (CDR-No):-

Column 66 is a 9 digits numeric field. This column should be filled as under:-

First Two Digits ---→ RO code as mentioned at Column 03 of the
LPC-CUM-DATA-SHEET

Next Five Digits ---→ Central claim Diary Number

Example: Suppose for JCO of AMC, RO code is 85 and case is received in year 2001 and diaries at serial number 04228 in the office of the PCDA(P), Allahabad. It will be shown as under:-

8	5	0	1	0	4	2	2	8
---	---	---	---	---	---	---	---	---

INSTRUCTIONS FOR PAY ACCOUNTS OFFICES (ORs) FOR CHECKING OF DATA SHEETS

A copy of Instructions issued to the Record Offices for filling up the data sheet for Family Pension Awards (OFP/LFP/SFP) in respect of JCO's/OR's is enclosed. In case of more than one eligible recipient separate data sheets will be prepared for every recipient of the family pension such as parent, widow and eldest eligible child. ROs will submit cases in triplicate to PAO(ORs) after completing relevant columns of the data sheet as applicable. Third copy will be retained by PAO(ORs) while Original and Duplicate will be returned to RO after caring out necessary check/completion of Part-I of the data sheet.

2. Since the data sheets proposed by RO's is subject to 100% checking with reference to documents held with him, it is impressed upon all the PAO(ORs) that the utmost care should be taken at their end while checking/completing the Part-I of the data sheets. PAO(ORs) shall complete/check, if already filled, column 5,6,11,13,17,18,19,20,21,22 & 23 of the Part-I of the data sheet and in addition they shall ensure the correctness of all other columns filled by RO with reference to relevant documents.

3. After filling/checking up the affected columns of data sheet, PAO(ORs) should sign and affix the LPC seal in all cases in the space provided at the bottom of the format.

(Authority: PCDA(P) circular NO. 309 bearing file No. Gts/Tech/0156-XV dated 23.08.2002)

APPENDIX -13
(Referred to in Para 203)

Rates of ordinary family pension admissible prior to 1-1-96

From 1-1-1964

For those who became non-effective on or after 1-1-1964 but before 1-1-1973

Pay of the deceased	Monthly pension
Below Rs. 200/- pm.	30% of pay subject to a minimum of Rs. 25/- (where pension is less than 40/- pm. the same has to be raised to Rs. 40/- pm. wef. 1-3-70)
Rs. 200/- pm. and above but below Rs. 800/- pm.	15% of pay subject to a minimum of Rs. 60/- pm. and maximum of Rs. 96/- pm.
Rs. 800/- and above	12% of pay subject to a maximum of Rs. 150/- pm.

Authority : AI 2/S/64

From 1-1-73

(ii) For those who became/become non effective on or after 1-1-1973 (including those who died on 31-12-72)

Pay of the deceased	Monthly pension
(a) Below Rs. 400/- pm.	30% of pay subject to a minimum of Rs. 60/- and maximum of Rs. 100/-
(b) Rs. 400/- pm. and above but below Rs. 1200/- pm.	15% of pay subject to a minimum of Rs. 100/- pm. and maximum of Rs. 160/- pm.
(c) Rs. 1200/- and above	12% of pay subject to a minimum of Rs. 160/- and a maximum of Rs. 250/- pm.

Authority: Army Instruction 8/S/76 and 51/80

From 1.01.86.

Pay of the deceased	Monthly pension
(i) Not exceeding Rs. 1500/- PM	30% of reckonable emoluments subject to a minimum of Rs.375/-pm
(ii) Exceeding Rs.1500/-pm but not exceeding Rs. 3000/-pm	20% of reckonable emoluments subject to a minimum of Rs.450/-pm
(iii) Exceeding Rs.3000/-pm	15% of reckonable emoluments subject to a minimum of Rs.600/-pm and a maximum of Rs.1250/-pm

Authority:- Govt. of India, Min. of Def. Letter No. 1(5)/87/D(Pen/Sers) dated 30-10-87

APPENDIX -14
(Referred to in Paras 48(iii) & 235)

1.

Rates of Monetary Allowances attached to Post Independence Gallantry decorations

	1.01.72 to 31.12.81 . (GOI, MOD No. F-3(32)/72 /D (Cor) dated 30.10.72) Rs. p.m	1.01.82.to 30.04.85 (GOI, MOD No. 3(9)/80/D (Ceremonials) dated 12.11.82) Rs.p.m.	1.05.85 to 31.12.86 (GOI, MOD No. 3(8)/83/D (Ceremonials) dated 09.05.85) Rs. p.m.	1.01.87 to 31.12.94 (GOI, MOD No. 3(21)/85/D (Ceremonials) dated 12.04.88) Rs.p. m.	1.01.95 to 31.12.95 (GOI, MOD No. 3(6)/93/D (Ceremonials) dated 31.01.95). Rs. p.m	1.01.96 (GOI, MOD No. 3(8)/98 /D (Ceremonials) dated 08.06.98). Rs. p.m
Param Vir Chakra	100/-	150/-	150/-	200/-	350/-	1500/-
Each Bar	40/-	60/-	150/-	200/-	350/-	1500/-
Maha Vir Chakra	75/-	115/-	115/-	160/-	275/-	400/-
Each Bar	25/-	40/-	115/-	160/-	275/-	400/-
VirChakra	50/-	75/-	75/-	120/-	200/-	300/-
Each Bar	20/-	30/-	75/-	120/-	200/-	300/-
Ashok Chakra	90/-	135/-	135/-	180/-	325/-	450/-
Each Bar	35/-	55/-	135/-	180/-	325/-	450/-
Kirti Chakra	65/-	100/-	100/-	140/-	250/-	350/-
Each Bar	20/-	30/-	100/-	140/-	250/-	350/-
Saurya Chakra	40/-	60/-	60/-	100/-	175/-	250/-
Each Bar	16/-	25/-	60/-	100/-	175/-	250/-
Sena/Na o Sena/Va yu Sena Medal	-	-	-	-	-	250/- (w.e.f. 01.02.9 9)

II

Rates of Monetary allowances attached to Pre-Independence gallantry decorations

	1.01.86 to 28.02.94 Rs. p.m. (GOI, MOD No. 7(140)/84/D (AG) dated 08.07.86)	1.03.94 to 18.04.99 Rs. p.m. (GOI, MOD No. 7(67)/92/D (AG) dated 30.03.94)	19.04.99 onwards Rs. p.m. (GOI, MOD No. 7(67)/92/D (AG) dated 19.04.99)
(a) Indian order of Merit Each Bar	100/- 100/-	175/- 175/-	350/- 350/-
(b) Indian order of Merit Class I Each Bar	85/- 85/-	100/- 100/-	300/- 300/-
(c) Indian order of Merit Class II Each Bar	85/- 85/-	100/- 100/-	200/- 200/-
(d) Distinguished service cross Each Bar	60/- 60/-	100/- 100/-	200/- 200/-
(e) Military Cross Each Bar	60/- 60/-	100/- 100/-	200/- 200/-
(f) Distinguished Flying Cross Each Bar	60/- 60/-	100/- 100/-	200/- 200/-
(g) Conspicuous Gallantry Medal Each Bar	60/- 60/-	100/- 100/-	200/- 200/-
(h) Military Medal Each Bar	25/- 25/-	45/- 45/-	90/- 90/-
(i) Indian Distinguished Service Medal Each Bar	20/- 20/-	35/- 35/-	70/- 70/-
(j) Distinguished Flying Medal Each Bar	15/- 15/-	25/- 25/-	- -

Important Guidelines for monetary allowances attached to Pre and Post Independence gallantry decorations

1. The allowance will be admissible to the recipient of the award and on his death to his widow lawfully married by a valid ceremony. The widow will continue to receive the allowance until her re-marriage or death. The payment of the allowance will, however, be continued to a

widow who remarried the late husband's brother and lives a communal life with the living heirs eligible for family pension. Ordinarily the widow who had first married the deceased recipient shall receive the allowance, but with the special sanction of the Government, the allowance may be divided equally between the lawful widows of recipients. Payments to all widows shall cease when the allowance to the first widow terminates.

2. When the award had been made posthumously to a bachelor, the monetary allowance shall be paid to his father or mother, and in case the posthumously awardee was a widower, the allowance shall be paid to his son below 18 years or unmarried daughter as the case may be.
3. The monthly monetary allowance will be paid in respect of all gallantry awards received by an individual including bar attached to Gallantry decorations. Each bar attached to Gallantry decorations including bar attached to Sena Medal/Vayu Sena Medal/Nav Sena Medal shall carry the same amount of monetary allowance as attached to the original grant.
4. Payments, if any, already made will be adjusted against the payment due as per revised rate.
5. The above monetary allowance is also payable to the family pensioner/dependent pensioners/war injury pensioners who were/are in receipt of such awards at old rates.
6. The above monetary allowance will not be taken into account for computing dearness relief.
7. The award is to be notified based on the details of Gazette Notifications/Certificates in lieu of Gazette Notification issued by Service HQs.
8. The expenditure on this account will be debit to the relevant to the relevant heads of the Defence Services Estimates.

Lump-sum monetary awards to Nepalese Gorkha recipients of Indian Gallantry decorations

Gorkhas of Nepalese domicile in the Army, Navy and Airforce who are awarded the gallantry decorations will get special lump-sum monetary awards as per the scale given below: -

	w.e.f. 03.12.1971 GOI, MOD No. F- 3(32)/72/D (Ceremonials) dated 13.11.1972 (Rs.)	w.e.f. 01.08.2003 GOI, MOD No. F- 3(5)/98/D (Ceremonials) dated 05.09.2003 (Rs.)
(a) Param Vir Chakra	15,000	1,50,000
(b) Ashok Chakra	--	1,25,000
(c) Maha Vir Chakra	10,000	1,00,000
(d) Kirti Chakra	--	75,000
(e) Vir Chakra	5,000	50,000
(f) Shaurya Chakra	--	40,000
(g) SM/NM/VM(G) Chakra	--	20,000

Note-1:The award of Bar to the Medal will not entitle the recipient of the same to a further monetary award.

Note-2: In the case of posthumous awardees and awardees who died before the receipt of the reward, the lump-sum monetary rewards will be paid to the heirs in the order mentioned below:-

- (a) The widow of the deceased (in case the recipient leaves two or more widows, the amount will be paid in the manner prescribed in Rules 240(b) of Pay and Allowances Regulations (Revised Edition)
- (b) The male lineal descendants of the deceased in the male line of descent.
- (c) The unmarried daughters of the deceased .
- (d) Parents of the deceased.

Note-3: The expenditure on this account will be debited to Major Head 2071 Minor Head 02 (02.11:04) Civil Estimates Non-effective charges.

APPENDIX – 15
(Referred to in Para 266)
INSTRUCTION FOR COMPLETING DATA SHEET FOR COMMUTATION
PURPOSES

Under the existing system for notification of service pensionary awards through computer in respect of JCOs /ORs including HONY, Commissioned Officers, the commutation of pension is being notified simultaneously at the time of grant of service pension. In the remaining cases, commutation is notified afterwards through manual process on receipt of the commutation application from the pensioner through their respective PDO' /ROs as the case may be. The cases actually fall under the following two categories: -

- (i) Commutation of pension without a fresh medical board where commutation applied within one year of discharge.
- (ii) Commutation of pension where fresh medical board is required where commutation applied after one year of discharge.

It has now been decided to bring the above cases of commutation of pension also on computer. For this purpose a Data Sheet for commutation of pension has been designed for capturing data. Since in such cases the commutation application will be received by the PCDA(P) directly from the pensioner through PDO and the R.O. (in some cases), the filling of data sheet is to be done by the PCDA(P) in respect of both the categories of cases mentioned above.

- 2 On receipt of commutation application in the Grants. Commutation Section of the office of the PCDA (P), claims will be processed as per the existing procedure. Where no fresh medical board is required, the data sheet will be prepared after carrying out prescribed check. However, in cases where application has been received after one year of the discharge, a fresh medical board will be arranged and data sheet will be prepared after finalisation of the stated medical board proceedings.

3 SCOPE OF COMMUTATION OF PENSION

- 3.1 In the present case, all commutation cases in respect of JCOs/ORs will be covered.
 - (i) Where service pensionary awards (without commutation) have been earlier notified on computer.
 - (ii) Where after notification of service pension on computer any subsequent change/revision has been carried out through computer.
- 3.2 The system will not be applicable in the following categories of computerised awards \.
 - (i) Where after notification of service pensionary awards, any amendment / revision have been carried out manually in the PCDA (P).

- (ii) Where a case for amendment / revision has been initiated / forwarded to the office of the PCDA (P) for manual processing.

4. FILLING OF DATA SHEET FOR COMMUTATION OF PENSION

4.1 The Data Sheet consisting of 17 Columns should be filled in neatly and accurately in block letters only one alphabet or number as the case may be should be filled in one box. Cutting and alteration should be avoided. If such cutting / alteration are unavoidable, the same should be properly attested under the signature of SAO/AO.(P). The Data to be filled in the format can be one of the following types:-

(a) Alphabetical Data:

The alphabetical data consist only of alphabets A to Z like name of the pensioners name of the bank, branch, station PDO's state code etc.

ALPHABETICAL DATA IS TO BE FILLED IN FROM THE LEFT HAND SIDE TO THE RIGHT HAND SIDE OF THE COLUMN.

If the number of boxes is more than the alphabets to be filled in all the remaining boxes on the right hand side are to be left blank. The alphabetical data is to be filled in Columns 4,9,10,11,12, 14, & 15. The proper Code should be chosen from the relevant Annexure.

(b) Numerical Data:

Numerical data consist of numbers from 0 to9. Certain Codes have been provided for filling the PDO Code, DPDO Code etc. The numerical data Are to be filled in from the right hand side to the left hand side. Zeros are to be entered in the left out blank boxes on the left hand side. The numeric columns are 2,5,6,7,8,16 &17.

(c) Alpha-Numeric-Data:

These data are mixed data and contains both alphabets as well as numeric e.g. Regimental No. "0442631K". The alphanumeric Columns are 1,3 & 13.

DETAILED INSTRUCTION FOR FILLING UP THE DATA SHEETS RELATING TO GRANT OF COMMUTATION OF PENSION.

Column No. 1 Original PPO No. :

This column consist of 11 boxes. The first box from left is meant for series, the next box is for Slash ("/"). There after six boxes are for PPO Nos. the ninth box is for slash ("/") and remaining right most two boxes are for years. E. G. PPO No. S/10515/89 will be filled as under: -

S	/	0	1	0	5	1	5	/	8	9
---	---	---	---	---	---	---	---	---	---	---

Column No. 2 R.O. Code

This column should be filled in as per the numeric codes allotted to the ROs. The source document for filling this column is original PPO binder. FOR R.O. Codes list see -**Annexure I of Appendix-1.**

E.g. Records A.S.C. (AT) shall be filled in as

8	1
---	---

Column No. 3 Regimental No.

Regimental number of the pension will be filled from the Original PPO binder / commutation application.

Example: If Regimental number of a Subedar Major is JC - 034569, it will be filled in as under:

Column No. 4 Name

Name of the pensioner will be filled in from the original PPO binder / commutation application

Example: If name of the pensioner is Ram Prasad Verma, it will be filled in as under:

Column No. 5 loading in Age.

In case, any loading in age has not been recommended, this column should be left blank. The source document for completion of this column is AFMSF. - 16 i.e. Medical Boards proceedings (longevity Certificate).

Example: If 4 years loading has been recommended, it will be filled as under.

0	4
---	---

Column No. percentage Commuted.

In this column the percentage of service pension to be commuted by the individual is to be filled in. This will be ascertained from the commutation application of the admissible for commutation is 45%.

IMPORTANT NOTE:

This may please be noted for strict compliance that Columns 7 to 15 will be filled in only if a change in the pension Disbursing Agency is involved this information may be Pensioner's commutation application and cross-checked with references to information available the draft Original PPO binder. Where a change in the PPO is not be filled in and are to be left blank.

Column No. 7 PDO Code

In this column the PDO as opted for by the Individual is to be entered as per **Annexure -IV of Appendix 1.**

Column No. 8 D.P.D.O. Code

In this Column the DPDO as opted for by the individual is to be entered as per codes given in the **Annexure V of Appendix-1.**

Column No. 9 DPDO Station

In this Column the place at which the pension disbursing Office (as opted by the individual for drawal of his pension) is located is to be filled.

Column No. 10 DPDO State Code

Column 14

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Column 15

--	--	--	--	--	--	--	--	--	--	--

Column No.16 Date of receipt of commutation application

The information regarding date of receipt of commutation application may be obtained from the commutation application. This should be filled in as under

Y	Y	M	M	D	D
---	---	---	---	---	---

YY= Year

MM= Month

DD= Date

Column 17

The information for filling this field may be obtained from the commutation application. This should be filled in as:-

Y	Y	M	M	D	D
---	---	---	---	---	---

YY= Year

MM= Month

DD= Date

(Authority: PCDA(P) Routine Note No. 588 Dated 02.12.1991 bearing file No. Gts/Tech/0150-X)

APPENDIX-16
(Referred to in Para 275)

COMMUTATION TABLE

COMMUTATION VALUES FOR A PENSION OF Re. 1 PER ANNUM

Effective from 1st March , 1971

Age next birthday	Commutation value expressed as number of year 's purchase	Age next birth day	Commutation value expressed as number of year's purchase	Age next birthday	Commutati on value expressed as number of year's purchase
17	19.28	40	15.87	63	9.15
18	19.20	41	15.64	64	8.82
19	19.11	42	15.40	65	8.50
20	19.01	43	15.15.	66	8.17
21	18.91	44	14.90	67	7.85
22	18.81	45	14.64	68	7.53
23	18.70	46	14.37	69	7.22
24	18.59	47	14.10	70	6.91
25	18.47	48	13.82	71	6.60
26	18.34	49	13.54	72	6.30
27	18.21	50	13.25.	73	6.01
28	18.07	51	12.95	74	5.72
29	17.93	52	12.66	75	5.44
30	17.78	53	12.35	76	5.17
31	17.62	54	12.05.	77	4.90
32	17.46	55	11.73	78	4.65
33	17.29	56	11.42	79	4.40
34	17.11	57	11.10	80	4.17
35	16.92	58	10.78	81	3.94
36	16.72	59	10.46	82	3.72
37	16.52	60	10.13	83	3.52
38	16.31	61	9.81	84	3.32
39	16.09	62	9.48	85	3.13

NOTE:- This Table is based on a rate of interest of 4.75 per cent per annum.

(Authority: AI 85/71)

APPENDIX-17
(REFERRED TO IN APPENDIX 2)
STATEWISE LIST OF PUBLIC SECTOR BANKS

S.N.	STATE	NAME OF THE PUBLIC SECTOR BANKS	
1	KERALA	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix)	STATE BANK OF INDIA STATE BANK OF TRAVANCORE CANARA BANK SYNDICATE BANK UNION BANK OF INDIA CENTRAL BANK OF INDIA INDIAN BANK INDIAN OVERSEAS BANK VIJAYA BANK
2	KARNATAKA*	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix)	STATE BANK OF INDIA STATE BANK OF MYSORE CANARA BANK SYNDICATE BANK UNION BANK OF INDIA STATE BANK OF HYDERABAD INDIAN BANK CORPORATION BANK VIJAYA BANK
3	MAHARASHTRA*	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x) (xi)	STATE BANK OF INDIA BANK OF MAHARASHTRA CANARA BANK SYNDICATE BANK UNION BANK OF INDIA STATE BANK OF HYDERABAD BANK OF INDIA DENA BANK BANK OF BARODA CENTRAL BANK OF INDIA UNITED COMMERCIAL BANK
4	GUJRAT	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii)	STATE BANK OF INDIA DENA BANK BANK OF BARODA CENTRAL BANK OF INDIA BANK OF INDIA UNION BANK OF INDIA STATE BANK OF SAURASHTRA UNITED COMMERCIAL BANK
5	WEST BENGAL	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK CENTRAL BANK OF INDIA ALLAHABAD BANK BANK OF INDIA BANK OF BARODA PUNJAB NATIONAL BANK UNION BANK OF INDIA
6	PUNJAB	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii)	STATE BANK OF INDIA PUNJAB NATIONAL BANK CENTRAL BANK OF INDIA NEW BANK OF INDIA ORIENTAL BANK OF COMMERCE PUNJAB & SIND BANK UNITED COMMERCIAL BANK BANK OF INDIA

		(ix) (x)	INDIAN OVERSEAS BANK STATE BANK OF PATIALA
7	HARYANA	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix)	STATE BANK OF INDIA PUNJAB NATIONAL BANK CENTRAL BANK OF INDIA SYNDICATE BANK BANK OF INDIA UNION BANK OF INDIA STATE BANK OF PATIALA NEW BANK OF INDIA ORIENTAL BANK OF COMMERCE
8	UTTAR PRADESH*	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x)	STATE BANK OF INDIA PUNJAB NATIONAL BANK ALLAHABAD BANK CENTRAL BANK OF INDIA UNION BANK OF INDIA BANK OF BARODA CANARA BANK ORIENTAL BANK OF COMMERCE SYNDICATE BANK PUNJAB & SIND BANK
9	CHANDIGARH	(i) (ii) (iii) (iv) (v) (vi)	STATE BANK OF INDIA PUNJAB NATIONAL BANK CENTRAL BANK OF INDIA UNITED COMMERCIAL BANK STATE BANK OF PATIALA BANK OF INDIA
10	ANDHRA PRADESH*	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x)	STATE BANK OF INDIA STATE BANK OF HYDERABAD SYNDICATE BANK INDIAN BANK UNION BANK OF INDIA CENTRAL BANK OF INDIA ANDHRA BANK CORPORATION BANK VIJAYA BANK CANARA BANK
11	ASSAM	(i) (ii) (iii) (iv) (v) (vi)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK PUNJAB NATIONAL BANK CENTRAL BANK OF INDIA ALLAHABAD BANK
12	BIHAR	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii)	STATE BANK OF INDIA CENTRAL BANK OF INDIA PUNJAB NATIONAL BANK BANK OF INDIA UNITED COMMERCIAL BANK ALLAHABAD BANK UNITED BANK OF INDIA BANK OF BARODA
13	HIMANCHAL PRADESH	(i) (ii) (iii) (iv) (v) (vi)	STATE BANK OF INDIA PUNJAB NATIONAL BANK UNITED COMMERCIAL BANK STATE BANK OF PATIALA CENTRAL BANK OF INDIA UNION BANK OF INDIA
14	JAMMU &	(i)	STATE BANK OF INDIA

	KASHMIR	(ii) (iii) (iv)	PUNJAB NATIONAL BANK CENTRAL BANK OF INDIA UNITED COMMERCIAL BANK
15	MADHYA PRADESH	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x)	STATE BANK OF INDIA STATE BANK OF INDORE CENTRAL BANK OF INDIA BANK OF INDIA PUNJAB NATIONAL BANK ALLAHABAD BANK BANK OF MAHARASHTRA UNION BANK OF INDIA UNITED COMMERCIAL BANK DENA BANK
16	NAGALAND	(i) (ii) (iii)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK
17	ORISSA	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii)	STATE BANK OF INDIA UNITED COMMERCIAL BANK BANK OF INDIA UNITED BANK OF INDIA INDIAN OVERSEAS BANK INDIAN BANK ANDHRA BANK CENTRAL BANK OF INDIA
18	RAJASTHAN	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii)	STATE BANK OF INDIA STATE BANK OF BIKANER & JAIPUR PUNJAB NATIONAL BANK BANK OF BARODA UNITED COMMERCIAL BANK CENTRAL BANK OF INDIA NEW BANK OF INDIA UNION BANK OF INDIA
19	TAMIL NADU*	(i) (ii) (iii) (iv) (v) (vi) (vii) (viii) (ix) (x)	STATE BANK OF INDIA INDIAN BANK INDIAN OVERSEAS BANK CANARA BANK UNION BANK OF INDIA SYNDICATE BANK BANK OF BARODA BANK OF INDIA CENTRAL BANK OF INDIA CORPORATION BANK
20	MANIPUR	(i) (ii) (iii)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK
21	MEGHALAYA	(i) (ii) (iii) (iv)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK BANK OF BARODA
22	TRIPURA	(i) (ii) (iii)	STATE BANK OF INDIA UNITED BANK OF INDIA UNITED COMMERCIAL BANK
23	SIKKIM		STATE BANK OF INDIA
24	PONDICHERRY	(i) (ii) (iii)	STATE BANK OF INDIA INDIAN BANK UNITED COMMERCIAL BANK

		(iv)	INDIAN OVERSEAS BANK
25	GOA, DAMAN & DIU	(i) (ii) (iii) (iv) (v) (vi)	STATE BANK OF INDIA BANK OF INDIA BANK OF BARODA CENTRAL BANK OF INDIA CANARA BANK SYNDICATE BANK
26	DADAR & NAGAR HAVELI		DENA BANK
27	MIZORAM		STATE BANK OF INDIA
28	ARUNACHAL PRADESH		STATE BANK OF INDIA
29	ANDAMAN & NICOBAR ISLAND	(i) (ii)	STATE BANK OF INDIA SYNDICATE BANK
30	LAKSHADWEEP		SYNDICATE BANK

* For metropolitan cities of Delhi/New Delhi, Mumbai, Calcutta, Bangalore, Lucknow, Chennai and Hyderabad where the scheme was introduced with effect from 1st April 1987, all Public Sector Banks have been authorised to disburse pension under this scheme.

APPENDIX-18
(Referred to in Note 2 of Para 47)
Evolution of Pensionary Structure of PBOR

PRIOR TO 1.06.53.

History of Pension for Armed forces` personnel may be traced in olden days since British periods. However, it was in different shape. The concept of pension was introduced clearly when pension Act 1871 was introduced.

Prior to 1.06.53 (the date from which New Pension Code was introduced) pension structure in respect of PBOR was governed under Old pension Codes Vide ARI-1918, PRI 1928 and 1940 Edns. The special FEATURES for pensions for JCOs/Ors/followers prior to 1.06.53 are as under:-

1. Minimum qualifying service for pension was 15 years. 'Service Pension' was termed as 'Ordinary Pension'.
2. If service was 10 years or more benefit of 'Mustering Out' pension was available but the rates were different from rank to rank.
3. There were no Pay Groups of JCOs/ORs
4. Different rates of Pension were fixed for different Arms of Service for the same rank e.g. Infantry, M.T., Pioneer, Sower, Combatant clerks.
5. Pension was assessed on the lowest rank of grade held for the last 3 years of service.
6. Pension was calculated with reference to rank and qualifying service rendered by the individual in the slab system eg. 15-18 years, 19-21, 25-28, 28 & above.
7. Qualifying service was calculated upto the date on which individual was declared fit to be released from service i.e. the date on which ADMS approved the Medical Board proceedings and the period from the date of ADMS signature & date of Invalidment/release/discharge was treated as non-qualifying service.
8. Provision for special pension and special gratuity exists in respect of those who are discharged from service on disbandment of units/ reduction in the strength of Army or as a policy decision of His Majesty Govt.
9. In order to compensate the pensioner, due to increase in the cost of living an element named 'Temporary Increase' in a form of fixed amount for pensioners drawing pensions upto a certain limit was introduced from 1.11.1943.
10. There was no provision for ordinary family pension, invalid pension, DCR gratuity and liberalized family pension
11. There was no provision for commutation
12. Benefit for ½ year qualifying service was not given/allowed.
13. There was no provision for rounding off pension
14. No benefit of Hony rank of Nb/Subedar was allowed for Havildars.
15. No Medical Advise(Pension) was posted to Principal CDA(P) for adjudication of disability & family pension cases.

NEW PENSION CODE

A new pension structure, called New Pension Code came into force with effect from 1.06.53 for the Armed Forces vide A.I.1/S/53 New Pension Rules were applicable to those who join service on or after 1.06.53 or discharged on or after this date. This structure was based on the recommendations of the Armed forces Pension Revision Committee appointed in 1949. the new structure for other ranks followed the civilian formula of pension applicable when DCRG was not granted.

Important features of New Pension code are as under:

Service Pension-1

- (i) Minimum qualifying service to earn service pension for JCOs/ ORs and NCs(E) was 15 years and 20 years respectively
- (ii) Rank for assessment of service pension was the lowest substantive rank held during last three years of service.
- (iii) Rates of service pension were table based.

Service Gratuity:-

- (i) Minimum qualifying service for service gratuity was 5 years.
- (ii) Scale of gratuity was 2/3rd of a month's pay for each completed year of qualifying service
- (iii) Pay for assessment of service gratuity was consisting of the following elements;
 - (a) basic pay of the substantive rank last held.
 - (b) rank/appointment pay of the substantive rank last held
 - (c) increments of pay
 - (d) good service pay
 - (e) parachute pay, if any , and
 - (f) dearness allowance appropriate to the emoluments of the substantive rank last held.

Disability pension.

Disability pension, in case of Invalidment consist of service element and disability element. Service element is calculated at the minimum service pension appropriate to his rank and group in case individual was disabled while on flying duty in a service aircraft or while being carried on duty in a service aircraft under proper authority.

In all other cases, service element will be minimum service pension appropriate to the individual's rank and group which the number of his completed years of qualifying service bears to 15 (20 in the case of NC(E)) but in no case will be less than 2/3 of the minimum service pension.

Disability element :- The rates of disability element varies from rank to rank.

Rank for assessment of disability pension.

Service and disability elements will be assessed on the substantive rank held by an individual on the date of invalidment from service.

Special family pension:- The family of a JCOs/ORs/NCs(E) who dies on account of a wound, injury or illness, the cause of which is attributable to or

aggravated by military service may be granted a special family pension at a fixed rate for each rank and group.

Family Gratuity- In addition to special family pension, a gratuity at the appropriate rate may be granted to the family of a JCOs/ORs/NCs(E) who is killed in action or dies of wound received in action or is killed or dies of injuries sustained while on flying duty in a service aircraft or suffers a violent death while employed in the aid of civil power.

**Important changes in pension matters due to Government decision,
Supreme Court Judgement and in pursuance of Pay Commissions
recommendations after introduction of New Pension Code:**

Pay Groups

- (i) In pursuance of recommendations of 3rd Central Pay Commission, the existing 8 pay groups were regrouped to the following 5 pay groups;

A, B, C, D & E

Existing 'G' & 'H' groups were converted to group 'E' and group 'F' to group 'D'

However, no change was suggested by the 4th Central Pay Commission in the Group structure. .

In pursuance of recommendation of Vth Central Pay Commission group structure of PBOR was further streamlined and the existing 5 groups were reduced only to the following three groups 'X', 'Y' and 'Z' wef 10.10.97.

Additional pension to Havildar granted Honorary rank of Nb/Sub on retirement.

- (ii) In Regulation 137 PRA Part-I(1961) provision exists for grant of Additional pension for Hony rank @ Rs. 12/- pm to those Havildars who are granted Hony. Rank of Nb/Sub on retirement.

The rates of additional pension revised from time to time are as under

Sl .No.	Rates p.m.	
1	Rs.30/-p.m.	w.e.f.1.1.73 to those who retired on or after 31.12.72
2	Rs.36/-p.m.	w.e.f.1.03.78 to those who were discharged on or after 1.03.78
3	Rs.45/-p.m.	w.e.f. 1.04.79 to those who are discharged on or after 1.04.79
4	Rs.100/-p.m.	w.e.f.1.10.91 to those who retired/discharged on or after 1.10.91

Note :- Additional pension for Honorary rank is taken into account for the purposes of grant of commutation and of dearness relief.

Fraction of a year of qualifying service :-

- (iii) Prior to 22.04.60 service rendered in full years was computed for pension Fraction of a year of qualifying service was ignored. However, wef 22.04.60 i.e those discharged on or after this date service rendered 180 days or above was taken as ½ year i.e. benefit of ½ year service was allowed from this date.

Subsequently wef 28.06.83 service rendered 3 months or more, 9 months or more over and above completed year is taken as ½ year and full year respectively.

Rounding of Pension to Rupees:-

- (iv) Prior to 12.04.66 pension used to be sanctioned in Rupees and paise if the actual calculation works out to in rupees and paise. Pension was rounded to next 5 paise from the date decimal coinage system introduced in 1955. But wef 12.04.66 pension is rounded off to next higher rupees.

10 Month's Rank Rule:-

- (v) In pursuance of Supreme Court Landmark judgement in Shri D.S. Nakra's case, the benefit of 10 month's rank was introduced wef 1.04.79. In other words, pension started to be assessed on the rank and group held during the last 10 months of service. The special feature of this judgement was that this benefit was allowed to all past cases also wef 1.04.79. Accordingly, pension of all past retirees was revised wef 1.04.79. apropos Appex. Court Judgement. In nut shell the pension was assessed as under:

36 months service in the Rank prior to 1.06.53

24 months service in the Rank wef 1.06.53

10 months service in the Rank wef. 1.04.79

One Time Increase (OTI) W.E.F. 1.01.92

- (vi) In order to bridge the gap between pension rates of pre-86 and Post-86 pensioners, Govt. of India, introduced the scheme for payment of One Time Increase wef 1.01.92. This was given based on the rank, group and qualifying service and pension. Thus the rates of OTI varies from rank to Rank and group to group.

Note:- The payment of One Time Increase has been discontinued wef 1.01.1996 under Vth Central Pay Commission's orders since existing pension including One Time Increase was consolidated wef 1.01.96 under Min. of Def. letter dated 24.11.97
(For details see Chapter-III)

Minimum Pension and Family Pension:-

- (vii) Various dates on which minimum pension and family pension were raised/increased the amount of pension are as under:

1.01.64	25.00 p.m.
1.03.70	40.00 p.m. including TI and AHI
1.04.82	150.00 p.m. including TI and AHI
1.04.83	160.00 p.m.
1.01.86	375.00 p.m.
1.01.96	1275.00 p.m.

Various dates on which rates of service pension were revised:-

(VIII) Rates of service pension were revised by Government from time to time. The dates on which these rates were revised and relevant authority are indicated as under:-

Dates	Relevant authority
1.04.1961	Army Instruction 6/S/62
1.03.1968	Army Instruction 25/S/68
1.12.1968	Army Instruction 41/71
1.12.1969	Army Instruction 5/S/69
10.09.1970	Army Instruction 8/S/70
1.01.1973	Army Instruction 1/S/75
1.10.1977	Govt. of India Min. of Def. Letter No. B/38027/AG/PS4(a)/ 2491/-C/D(Pen/Sers) date.2.09.82
1.03.1978	Govt. of India Min. of Def. Letter No. B/38027/AG/PS4(a)/ 1733/-/C/D(Pen/Sers) date.21.06.79
1.04.1979	Govt. of India Min. of Def. Letter No. B/38027/AG/PS4(a)/ 2491/-C/D(Pen/Sers) date.21.06.79
1.02.1982 1.07.1982	Govt. of India Min. of Def. Letter No. B/38055/AG/PS4(a)/ 2574/-C/D(Pen/Sers) date.18.10.82
2.06.1983	Govt. of India Min. of Def. Letter No. B/38069/AG/PS4(a)/ 222/-C/D(Pen/Sers) date.22.01.85
2.03.1985	Govt. of India Min. of Def. Letter No. B/38087/AG/PS4(a)/ 3076/-C/D(Pen/Sers) date.3.10.85
1.04.1985	Govt. of India Min. of Def. Letter No. B/38091/AG/PS4(a)/ 3035/-C/D(Pen/Sers) date.27.09.85
1.01.1986	Govt. of India Min. of Def. Letter No. 1(5)/87//D(Pen/Sers) date.30.10.87
1.01.1996	Govt. of India Min. of Def. Letter No. 1(6)/98//D(Pen/Sers) date.3.02.98
10.10.1997	Govt. of India Min. of Def. Letter No. 1(6)/98//D(Pen/Sers) date.3.02.98
30.05.1998	Govt. of India Min. of Def. Letter No. 1(6)/98//D(Pen/Sers) date.9.01.2001

(IX) Medical Allowance:-

Every existing pensioner/family pensioner wef 1.12.1997 will be entitled for payment of fixed medical allowance of Rs.100/-pm in lieu of outdoor patient department (OPD) facilities provided he opts for the same and gives undertaking to the effect that he is residing in an area where no MH/MI Room facilities exist.

Similarly all the prospective pensioners/family pensioners will also be entitled to it subject to option and undertaking. In their case, fixed medical allowance will be notified in the Pension Payment Order (PPO)

Note1: Only one change in the life time of the pensioners/ family pensioners shall be allowed.

Note2: If any pensioner or family pensioner is in receipt of two pensions, medical allowance @ Rs 100/- p.m. would be admissible only on one pension, if he/she does not avail of the medical facilities provided by the respective organisation.

Note3: Where medical allowance is shared by two widows/ claimants, same criteria as in the case of dearness relief is to be adopted.

Note4: Life time arrears would be admissible to the nominated heir.

Medical allowance is not admissible to the following categories;

- (i) Re-employed pensioners/employed family pensioners as medical facilities are provided by his /her organisation
- (ii) The beneficiaries of the ex-gratia and compassionate allowance as they are not treated as Defence pensioners/ family pensioner.

Authority:- Govt. of India Min. of Def. Letter No.1(1)1/98/D (Pen/Sers) date.15.06.98 and B/38207/7/AG/PS4(B)/ 193/A/D(Pen/Sers) dated 7.03.2001.

However, Service Personnel who are transferred to pension establishment on or after 01.04.2003 will compulsorily become a member of Ex-servicemen Contributory Health Scheme (ECHS) by contributing his/her share and the scheme would be applicable for life time. Similarly, ex-servicemen already retired can become members by making a one time contribution. There would be no restriction on age or medical condition.

The rates of lump-sum contribution or indicated below:

Pension/Family Pension	Lump-sum contribution
Upto Rs. 1500/-	Rs. 1800/-
Rs. 1501/- to Rs. 3000/-	Rs. 4800/-
Rs. 3001/- to Rs. 5000/-	Rs. 8400/-
Rs. 5001/- to Rs. 7500/-	Rs. 12000/-
Rs. 7501/- and above	Rs. 18000/-

The amount of lump-sum contribution will be recovered from the Pensionary Benefits and compiled to Code Head 0/471/02.

The amount so recovered will be indicated in the PPOs as proof of recovery to enable the pensioner to produce the same if required for issue of identity card to avail the facility. Wherever the recovery of ECHS contribution is not indicated in the PPO of the Defence Service Personnel transferred to pension establishment w.e.f. 01.04.2003, the lump-sum contribution will have to be remitted into the treasury for credit to Government by the individual ECHS beneficiary.

The pensioners would be making similar one time payment towards ECHS contribution as the civilian pensioners making payment for availing CGHS facilities by contributing 10 times the annual contribution payable at the time of retirement.

Retired personnel joining the scheme will forfeit the medical allowance of Rs. 100/- presently admissible to them and those who do not join the scheme would continue getting Medical Allowance as hitherto. Such persons would not be entitled to any Medical facility from Armed Forces Clinics/Hospitals or Polyclinics setup under the scheme.

(Authority): GOI, MOD letter No. 22(1)/01/US(WE)/D(Res) dated 30.12.2002 and CGDA New Delhi letter No. AT/IV/4807/ECHS dated 02.04.2003)

Retirement gratuity and other gratuities.:-

- (X) All types of gratuities w.e.f. 1.01.1996 will now be calculated taking into account the last pay, classification allowance, stagnation increment (if any) and full dearness relief drawn/admissible at the time of retirement.

Authority:- Govt. of India Min. of Def. Letter No 1(6)/98/D(Pen/Sers) date.3.02.98.

Modified Parity:

- (XI) Modified parity is a unique feature of Vth CPC. These orders provide that w.e.f. 1.01.1996, pension of a pensioner irrespective of date of retirement shall not be less than 50% of the minimum pay in the revised scales of pay introduced w.e.f. 1.01.1996 of the rank and group last held at the time of discharge. This will be pension for 33 years service. If the service is less than 33 years including admissible weightage, it will be proportionately reduced.

Similarly w.e.f. 1.01.96 family pension shall not be less than 30% of the minimum of the revised scale of pay introduced w.e.f. 1.01.96 of the rank last held by the pensioner/deceased. Thus the modified parity concept has brought on the same level to all the existing pensioners/family pensioners as on 1.01.1996.

Authority:- Govt. of India Min. of Def. Letter No. 1(1)/99/D(Pen/Sers) date.7.06.99

Revision of Pension as per Vth CPC

- (xii) Revision of Pension in respect of Pre-86 pensioners/family pensioners:- Consolidation of pension/Family pension in respect of Pre-96 pensioners/family pension under Min. of Def. Letter dated 24.11.97 was an interim revision for Pre-86 pensioners/family pensioners. Accordingly orders in this regard were issued by Min. of Def. vide their letter No 1(2)/98 D(Pen/Sers) dated 14.07.98. Revision of pension in respect of PBOR of Pre-86 vintage is Table based and is to be revised by PDAs as per Tables. Where PDAs are not in a position to revise pension, the case will be referred to Principal CDA(P) , Allahabad for revision through ROs similarly ordinary family pension of PBOR under modified parity formula is also table based and will be revised by the PDAs. However the revision of service pension under modified parity order in respect of PBOR is beneficial only to Subedar and Sub/Majors granted Hony commission. Similarly family pension under modified parity order is beneficial only to the widows of JCOs and above.

Authority : Govt. of India Min. of Def. Letter No. 1(2)/98/D(Pen/Sers) date.14.07.98 and 1(1)/99/D (Pen/Sers) dated 7.06.99.

Revision of pension/ family pension in respect of Pre-96 pensioners/family pensioners:-

- (XIII) In pursuance of recommendations of Vth CPC, Govt. of India, Min. of Def. Issued orders for consolidation of existing pensions/ family pension of all the pre-96 pensioners/family pensioners wef 1.01.1996 by adding together the following :
- (i) Existing pension/family pension- It includes basic pension before commutation, OTI and disability element if any.
 - (ii) Dearness relief upto CPI 1510 @ 148%, 111% and 96% of basic pension
 - (iii) Interim relief -I
 - (iv) Interim relief -II
 - (v) Fitment weightage @ 40% of existing pension/family pension. The amount which will be worked out as above will be the revised and consolidated pension (RCP) wef 1.01.1996 and revised dearness relief will be payable wef 1.07.1996 on this revised consolidated pension (RCP)

Authority: GOI, MOD letter No. 1(2)/97/D(Pen/Sers) dated 24.11.1997.

- (XIV) Revision of pension in respect of Post-96 pensioners/family pensioners:- In pursuance of recommendations of Vth CPC, Min. of Def. issued orders for fixation of service pension formula and calculation of ordinary family pension. Service pension in respect of PBOR will be calculated on maximum of the pay scale, including 50% of the highest classification allowance, if

any of the rank held and group in which paid continuously for last ten months.

Authority: GOI, MOD letter No. 1(2)/98/D(Pen/Sers) dated 03.02.1998.