

1) Food & Supply

पेयान बाबत  
दिनांक 27-9-18  
डा. न. 1637



From

Principal Secretary to Government Haryana,  
Finance Department

To

1. All the Heads of Departments in Haryana
2. All the Divisional Commissioner Ambala, Hisar, Rohtak, Karnal, Faridabad & Gurugram.
3. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. The Registrar General, Punjab & Haryana High Court Chandigarh

Memo No. 68/2/2001-3 Pension (FD)

Dated: Chandigarh, the 11<sup>th</sup> September, 2018.

**Subject:- New Performa for Pension Cases/family pension cases in regards expeditious processing of pension cases.**

Sir/Madam,

Kind reference be made to the subject cited above.

As informed by Principal Accountant General (A&E), Haryana, the issue of expeditious disposal of pension/family pension cases received in this office from all Pension Sanctioning Authorities have been reviewed by them from time to time and they have making efforts to reduce the time to process pension cases and ensure that Government employee begins to receive his/her pension on the date on which it become due and also ensure that no mistake occurs while incorporating the personal information regarding the pensioners. Accordingly, a new form, that has been designed by them to capture the relevant details on a single format with least disruption to existing process.

To avoid delay in finalising the Pension/family pension cases, all HODs/PSAs are requested to incorporate this Proforma (**copy enclosed**) in the Pension case file duly filled with all details and send them along with relevant pension cases.

You are, therefore, requested that the above instructions may please be conveyed to all officers/officials dealing with pension cases for strict compliance.

A copy of these instructions is also available on the website of Finance Department and can be downloaded from the site [www.finhry.gov.in](http://www.finhry.gov.in).

DFSC  
Pension  
20/9/18  
Subst (Pen)

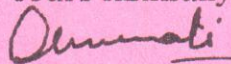
20/9


P3

Receipt of these instructions may be acknowledged.

DA/Proforma.

Yours faithfully,



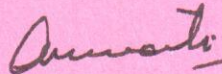
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department 


Endst. No. 68/2/2001-3 Pension(FD)

**Dated 11.09.2018.**

A copy is forwarded to the following for information and necessary action to:-

1. Chief Secretary to Govt. Haryana.
2. All the Addl. Chief Secretaries/ Principal Secretaries to Government Haryana



**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department 

To

1. Chief Secretary to Government, Haryana.
2. All the Addl. Chief Secretaries/Principal Secretaries to Government Haryana.

U.O. No. 68/2/2001-3 Pension(FD)

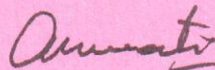
**Dated 11.09.2018.**


Endst. No. 68/2/2001-3 Pension (FD)

**Dated 11.09.2018.**

A copy is forwarded to the following for information and necessary action:-

1. Principal Accountant General (A & E) Haryana, Chandigarh w.r.t. their letter No. Pen-1/Gen 3A/2017-18/3192-94 dated 15.03.2018 and Pen-1/Gen 3A/18-19/475 dated 16.05.2018.
2. In-Charge, Computer Cell, Finance Department for placing the instructions on the website of Finance Department's i.e. [www.finhry.gov.in](http://www.finhry.gov.in).



**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department 

**PROFORMA FOR PENSION CASES (SUPERANNUATION AND FAMILY)**  
(MUST BE FILLED IN CAPITAL LETTERS)

Letter No. and Date	:
Case Type Superannuation/Voluntary/ Family /Compulsory/Retiring	:
DDO Name & Code	:
Name of the Pensioner	:
Father's/Husband's Name	:
Date of Birth	:
Category State Services	:
Class A/B/C/D	:
Designation	:
Address Before Retirement	:
Address After Retirement	:
Correspondence Address	:
Treasury for Pension	:
Treasury for DCRG	:
Date of Joining	:
Date of Retirement/Death	:

Signature & Stamp  
alongwith Mobile No. and e-mail Id

पेंशन शाखा

दिनांक 10.08.18

हा. नं. 1411

From

Principal Secretary to Government Haryana  
Finance Department.

To

1. All Heads of Departments, Commissioners of Division
2. All Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.

Memo No. 2/18/2010-1Pension  
Dated Chandigarh, the 23<sup>rd</sup> July, 2018.

**Subject:-** Regarding updation of subscription detail under New Pension Scheme and Deposit of contribution --- **issue of instruction thereof.**

Sir/Madam,

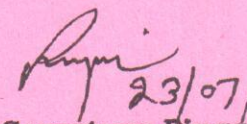
Kindly refer to this Department's guidelines issued vide letter No. 1/1/2014-1Pension dated 04.12.2008 in relation to the NPS and other instructions from time to time on the subject cited above.

It has been observed that the service of Haryana Government employees are being regularised after 01.01.2006 from the date of their joining in the various departments due to Court cases or administrative decisions. As per instructions issued by the Government, employee's contribution towards NPS is required to be deposited from the following month of their joining but in such cases NPS subscription have not been deposited in NPS by the concerned Drawing and Disbursing Officer which is a quite serious matter. Further, the above instructions dated 04.12.2008 clearly stipulates that one instalment of regular NPS contribution and one instalment of arrear contribution of NPS is to be deducted from the regular monthly salary of the employee.

Apart from above, the issue of updating of Nominations, e-mail address, Mobile Number and Bank details as well as, latest address of subscribers is also pending since long. Pension Funds Regulatory Development Authority, New Delhi (**PFRDA**) has taken serious on this issue.

Keeping in view of the above facts, it is, therefore, requested to issue the instructions to the concerned DDOs under your kind control to (i) **update the legacy amount** as per Govt. instructions No. 1/1/2004-1Pension dated 04.12.2008 with immediate effect and (ii) **to update the** Nominations/e-mail address/Mobile Number/Latest Address of the subscribers for smooth functioning of NPS scheme,

The above instructions may be brought to the notice of all concerned for strict compliance.

  
23/07/18  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

A copy is forwarded to the following for information and necessary action:-

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries to Govt. Haryana.

*[Signature]* 23/7/18

**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department *[Signature]*

To

1. Chief Secretary to Government, Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries to Govt. Haryana.

U.O No. 2/18/2010-1Pension  
Endst. No. 2/18/2010-1Pension

Dated Chandigarh, **23.07.2018.**  
Dated Chandigarh, **23.07.2018.**

A copy is forwarded to the following for information and necessary action:-

1. Principal Accountant General (A&E/Audit) Haryana, Chandigarh.
2. Director, Treasuries & Accounts Department, Haryana, 30 Bays Building, Sector 17, Chandigarh, w.r.t. their memo No. TA-HR(DMC)/2018/9555 dated 25.04.2018 (received on 04.05.2018).
3. All Treasury Officers/Assistant Treasury Officers in Haryana State.
4. Treasury Officers Haryana, Delhi & Chandigarh.
5. In-charge, Computer Cell, Finance Department for placing the same on the website of Finance Department i.e. [www.finhry.gov.in](http://www.finhry.gov.in)

*[Signature]* 23/7/18

**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department. *[Signature]*

पेंशन शाखा  
दिनांक.....  
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56410—F.D.—H.G.P. Chd  
Food Civil Supplies &  
Consumer Affairs Deptt. Haryana  
01 AUG 2018  
21188  
FTMS No.....  
CHANDIGARH

From

Principal Secretary to Government Haryana,  
Finance Department

To

1. All the Heads of Departments in Haryana
2. All the Divisional Commissioner Ambala, Hisar, Rohtak, Karnal, Faridabad & Gurugram.
3. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. The Registrar (General), Punjab & Haryana High Court Chandigarh

Memo No. 8/29/2006-4 Pension (FD)  
Dated: Chandigarh, **the 20<sup>th</sup> July, 2018**

**Subject:-** Authorization of DCRG to Haryana Govt. employees.

Sir/Madam,

Kindly refer on the subject cited above.

As informed by Principal Accountant General (A&E), Haryana that approximately 2400 numbers of cases of withheld amount of DCRG are laying pending in their office for want of no dues certificate. The no dues certificate has been submitted by the department after a gap of long time i.e. from the date of retirement of the retiree which creates harassment to the retiree.

To avoid delay in releasing the withheld amount of DCRG, it has been decided that in reference of original authorization of DCRG issued by Principal Accountant General (A&E), Haryana, the withheld amount of DCRG **will now be released** by the Head of the department, after ensuring no dues towards pensioners, without referring the revised case to the Principal Accountant General (A&E), Haryana for revised authorization. However, the intimation of releasing withheld amount of DCRG may also be sent to the Principal Accountant General (A&E), Haryana by the department for record purpose.

The said decision will take with immediate effect i.e., from the date of issue of instructions and applicable in respect of new cases. The old cases will be cleared by Principal Accountant General (A&E), Haryana as per existing procedure.

Further, regarding DCRG on death to the family pensioners and pensioners who wish to draw pension outside the State, in these cases, the present procedure may be continued.

You are , therefore, requested that above instructions may please be conveyed to all officers/officials dealing with pension case for strict compliance.

OFSC  
Pension  
20/8/18  
Subd/1/101

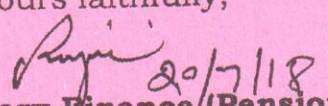
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A copy of these instructions is also available on the website of Finance Department and can be downloaded from the site [www.finhry.gov.in](http://www.finhry.gov.in).

The receipt of these instructions may be acknowledged.

Yours faithfully,

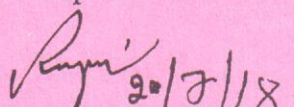
  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

Endst. No. 8/29/2006-4 Pension

**Dated, 20.07.2018**

A copy is forwarded to the following for information and necessary action to:-

1. Chief Secretary to Govt. Haryana.
2. All the Addl. Chief Secretaries/ Principal Secretaries to Government Haryana

  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

To

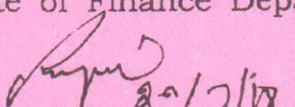
1. Chief Secretary to Government, Haryana.
2. All the Addl. Chief Secretaries/Principal Secretaries to Government, Haryana.

U.O. No. 8/29/2006-4 Pension  
Endst. No. 8/29/2006-4 Pension

**Dated, 20.07.2018**  
**Dated, 20.07.2018**

A copy is forwarded to the following for information and similar necessary action:-

1. Principal Accountant General (A & E) Haryana, Chandigarh w.r.t. their letter No. Pen-1/Gen 3A/2017-18/DCRG/3196 dated 15.03.2018, Pen-1/DCRG/17-18/17 dated 04.04.2018 and Pen-1/DO/DCRG/17-18/446 dated 14.05.2018
2. Director General, Treasuries & Accounts Department, Haryana, 30 Bays Building, Sector 17, Chandigarh.
3. All Treasury Officers/Assistant Treasury Officers in Haryana State.
4. Treasury Officers Haryana, Delhi & Chandigarh.
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**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

From

Principal Secretary to Government Haryana,  
Finance Department

To

PS/DFC

CFMS: 21465

Date: 6-8-18

1. All the Heads of Departments in Haryana
2. All the Divisional Commissioner Ambala, Hisar, Rohtak, Karnal, Faridabad & Gurugram.
3. All the Deputy Commissioners and Sub Divisional Officers (Civil) in Haryana.
4. The Registrar (General), Punjab & Haryana High Court Chandigarh

Memo No. 8/29/2006-4 Pension (FD)

Dated: Chandigarh, **the 20<sup>th</sup> July, 2018****Subject:-** Authorization of DCRG to Haryana Govt. employees.

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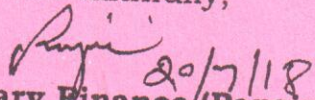
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Yours faithfully,

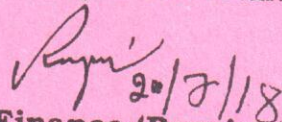
  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

Endst. No. 8/29/2006-4 Pension

**Dated, 20.07.2018**

A copy is forwarded to the following for information and necessary action to:-

1. Chief Secretary to Govt. Haryana.
2. All the Addl. Chief Secretaries/ Principal Secretaries to Government Haryana

  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

To

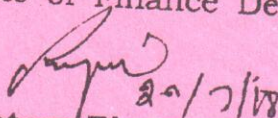
1. Chief Secretary to Government, Haryana.
2. All the Addl. Chief Secretaries/Principal Secretaries to Government, Haryana.

U.O. No. 8/29/2006-4 Pension  
Endst. No. 8/29/2006-4 Pension

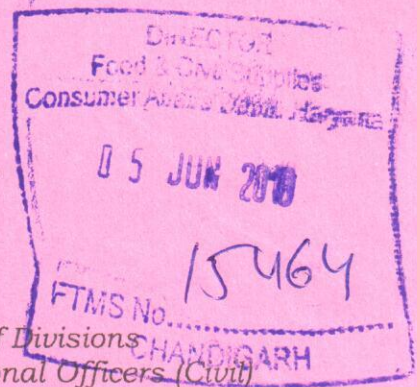
**Dated, 20.07.2018**  
**Dated, 20.07.2018**

A copy is forwarded to the following for information and similar necessary action:-

1. Principal Accountant General (A & E) Haryana, Chandigarh w.r.t. their letter No. Pen-1/Gen 3A/2017-18/DCRG/3196 dated 15.03.2018, Pen-1/DCRG/17-18/17 dated 04.04.2018 and Pen-1/DO/DCRG/17-18/446 dated 14.05.2018
2. Director General, Treasuries & Accounts Department, Haryana, 30 Bays Building, Sector 17, Chandigarh.
3. All Treasury Officers/Assistant Treasury Officers in Haryana State.
4. Treasury Officers Haryana, Delhi & Chandigarh.
5. In-Charge, Computer Cell, Finance Department for placing the instructions on the website of Finance Department's i.e. [www.finhry.gov.in](http://www.finhry.gov.in).

  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

पिन कोड  
दिनांक 11-6-18  
हा. नं. 1160



From

Principal Secretary to Government Haryana,  
Finance Department.

To

1. All Heads of Departments, Commissioners of Divisions
2. All the Deputy Commissioners & Sub Divisional Officers (Civil) in Haryana.
3. The Registrar, Punjab & Haryana High Court, Chandigarh.

Memo No. 2/32/2012-1 Pension(FD)  
Dated, Chandigarh, the 10.05.2018.

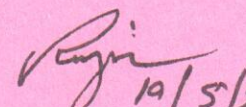

**Subject: Scheme for payment of pension through e-pension System.**

I am directed to invite your attention to Finance Department letter No. 14/81/2012-5FA dated 10.09.2012, No. 2/32/2012-1 Pension dated 30.11.2012, 20.11.2013, 03.12.2013, 01.07.14, 08.12.2017 and 15/18.12.2017 vide which State Government has prescribed the detailed procedure in respect of pensioners/family pensioners who are covered under **e-pension system**.

Now it is further clarified that the life certificate is to be submitted by the pensioner/family pensioner in the month of March 2018 (Pension paid in April 2018) also and later on due to change in policy as per letter No. 2/32/2012-1 Pension (FD) dated 15/18.12.2017, the life certificate will only be submitted by the pensioner/family pensioner in the month of November of every year.

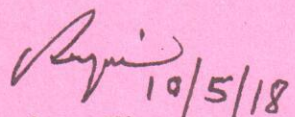
The necessary amendment in relevant rule shall be carried out in due course.

The above order can be downloaded from the website of Finance Department i.e. [www.finhry.gov.in](http://www.finhry.gov.in).

  
19/5/2018  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department. 

A copy is forwarded to the following for information and necessary action in continuation of above references:-

1. Chief Secretary to Government Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries to Govt. Haryana.

  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department

To

1. Chief Secretary to Government, Haryana.
2. All the Additional Chief Secretaries/Principal Secretaries to Govt. Haryana.

U.O No. 2/32/2012-1Pension(FD)

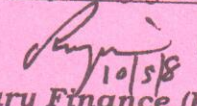
Dated **10.05.2018.**

Endst. No. 2/32/2012-1Pension(FD)

Dated **10.05.2018.**

A copy is forwarded to the following for information and necessary action in continuation of above references:-

1. Principal Accountant General (A&E/Audit) Haryana, Chandigarh.
2. Director, Treasuries & Accounts, Haryana, 30 Bays Building, Sector 17, Chandigarh, w.r.t. their request in the matter.
3. All Treasury Officers/Assistant Treasury Officers in Haryana State.
4. Treasury Officers Haryana, Delhi & Chandigarh.
5. In-charge, Computer Cell, Finance Department for placing the same on the website of FD i.e. [www.finhry.gov.in](http://www.finhry.gov.in)

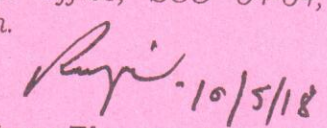
  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department.

Endst. No. 2/32/2012-1Pension(FD)

Dated **10.05.2018.**

A copy is forwarded to the following Banks for information and necessary action in continuation of above references:-

1. State Bank of India, Local Head Office, Sector-17, Chandigarh.
2. Punjab National Bank, PNB House, Sector-17, Chandigarh..
3. Central Bank of India, Zonal office, SCO 58-59, Bank Square, Sector-17-B, Chandigarh.
4. Syndicate Bank, Regional office, SCO 76-77, Sector-17-B, Chandigarh.
5. IDBI Bank, SCO 55-56, Sector-8C, Chandigarh.
6. Union Bank of India, Regional Office, SCO 64-64, Bank Square, Sector-17-B, Chandigarh.

  
**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department.

8


**Subject:- Scheme for  
payment of pension through  
e-pension System.**

Endst. No. 2/32/2012-1Pension

Dated, **10.05.2018**

A copy is forwarded to following with a request to inform the pensioners/family pensioners:-

1. President, Haryana Civil Pensioners Welfare Association, 495-R, Model Town, Karnal, Haryana.
2. President, Ambala Pensioners Association, 544/3, Near Tilla Mandir Ambala City.
3. President, Haryana Govt. Retired Officers Welfare Association, 322-A, Sector 15, Panchkula.
4. All Haryana Pensioners Welfare Association (Regd.), Jind Unit, 655/3, Narwana Road, Patiala Chauk, Jind.
5. General Secretary, Haryana Govt. Pensioners Association, H.No. 19, Sector 16, Faridabad.
6. President, Haryana Pensioners Association, 165, Subhash Nagar, Rohtak
7. Pensioners & Senior Citizen Welfare Association, Mini Secretariat Complex, Jagadari-135003, Yamuna Nagar.
8. Haryana Government Retired Officers Welfare Association (Regd.), H. No. 590, Sector 11, Panchkula.
9. Haryana Civil Pensioners Welfare Association, (Regd. No. HR-KNL-2014-0151) State Body, Irrigation Complex Opp. S.S.P. Residence, The Mall-Karnal.
10. President, Federation of Senior Citizen/Pensioners Association, Haryana, # 591/11, Shakti Nagar, Near Manav Chowk, Ambala City.
11. President, Retired Karamchari Sangh, Haryana, Office Gali No. 5, Near Ved High School, Jawahar Nagar, Hisar.
12. General Secretary, Haryana Pensioners Welfare Society, Kurukshetra, R/o Ward No. 13, Indri, Distt., Karnal Haryana.
13. Sh. K.R. Malhotra, President, Haryana Govt. Pensioners Association (Regd.), #3235, Sector 23D, Chandigarh.
14. Sevanivirt Adhikari/Karamchari Nagar Kalyan Snagh (R/No. 234), 563/31, Chauhan Colony, Gohana Road, Anand Kutir, Sonapat.

 10/5/18

**Under Secretary Finance (Pension)**  
for Principal Secretary to Government Haryana  
Finance Department. 