लद्दाख केंद्र शासित
प्रदेश का प्रशासन
वित्त विभाग

सत्यमेव जयते

THE ADMINISTRATION
OF UNION TERRITORY OF
LADAKH FINANCE
DEPARTMENT

File No: G/1174/2026 (E.54645) 95-102

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यूटी सचिवालय, लेहUT Secretariat.Leh
Dated: 27.11.2026

Subject: Provisions relating to family pension and gratuity on death or disappearance of a serving Government servant – reg.

Reference: Office Memorandum No. 12/16/2026-P&PW (CPEN)/E-11922/5 dated 29.10.2026 issued by the Department of Pension & Pensioners' Welfare, Ministry of Personnel, Public Grievances and Pensions, Government of India.

ORDER No: 10 F of 2026
Dated: 27.11.2026

Attention is invited to the Office Memorandum under reference, wherein the Department of Pension & Pensioners' Welfare, Government of India, has highlighted delays in the sanction of family pension and death gratuity in certain cases involving death or disappearance of serving Government servants covered under the Central Civil Services (Pension) Rules, 2021. Such delays have primarily been attributed to lack of adequate awareness among family members regarding the relevant rules and instructions.

In this regard, all Departments, Autonomous Bodies and other Government establishments under the Administration of UT of Ladakh shall ensure compliance with the following prescribed procedures:

(a) On receiving intimation or information about the death of a serving Government servant, the Head of Office shall promptly examine entitlement to family pension and death gratuity under Rule 71, ascertain the nominated or eligible recipients, and approach the family with the prescribed claim forms. In case of missing of serving government servant, intimation about the event is required for taking action as mentioned above.

(b) Where the family is eligible for death gratuity under Rule 45, the Head of Office shall address the family member eligible to receive gratuity in Format 11, advising that member to submit a claim in Form 9. Further, the Head of Office shall also address the eligible family member or guardian, as the case may be, in Format 12, advising submission of a claim for family pension in Form 10.

(c) In a missing case, a First Information Report or a Daily Diary Entry or a General Diary Entry is to be lodged with the concerned Police Station. Under Rules 51(5) and 71(6)(c)-(d), the claims shall be supported by a copy of that report, a later police report confirming that the person could not be traced despite efforts, the indemnity bond in Format 8 and the undertaking to the bank in Format 9.

(d) Rule 51(8)(a) provides that family pension (including admissible arrears) and retirement gratuity in a missing case shall not actually be paid before six months have expired from lodging the police report.

(e) In the case of death, family pension would be payable from the date following the date of death of the Government servant. In the case of a missing Government servant, family pension shall be payable from the date following the date up to which leave was sanctioned before the Government servant went missing, the date up to which pay and allowances have been paid to the Government servant, or the

date on which a report was lodged with the concerned police station, whichever is the latest.

(f) The special provisions for missing Government servants are not applicable to the cases excluded by Rule 51(10), involving a government servant under investigation for alleged fraud, embezzlement or any other crime, or one who has been charged with or convicted of such crimes.

This issues with the approval of the competent authority.

Sd/-

श्री त्सेवांग थरचिन /Sh. Tsewang Tharchin (IA&AS)
आयुक्त सचिव/Commissioner Secretary
वित्त विभाग/Finance Department,
केंद्र शासित प्रदेश लद्दाख /UT Ladakh

Copy to the: -

1. All Administrative Secretaries, UT of Ladakh.
2. Director General of Police, UT of Ladakh.
3. All Head of Departments, UT of Ladakh.
4. Deputy Commissioners, Leh, Kargil, Changthang, Nubra, Drass, Zangskar, Sham and Sankoo.
5. Technical Director, NIC Ladakh, for uploading on website.
6. Pay and Accounts Officer, Leh and Kargil.
7. All Drawing and Disbursing Officers, UT of Ladakh.
8. OSD to Chief Secretary and Administrative Secretary, Finance Department, UT of Ladakh.

Stanzin 27/11/25

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वित्त निदेशक /Director Finance
केंद्र शासित प्रदेश लद्दाख /UT Ladakh