

D.D.O.

"Form – B"

[FORM OF LETTERS OF THE ACCOUNT OFFICER FORWARDING THE PENSION PAPERS OF A GOVERNMENT SERVANT]

F- NO.....DT.....

To
The Pay and Accounts Officer,
Indian Bureau of Mines,
Nagpur.

Sub: Pension papers in respect of Shri,
..... for authorization of pension
(Date of Retirement –.....).

Sir,

I am directed to forward herewith the pension papers in respect of **SHRI....., Indian Bureau of Mines,** of this Department / Office for further necessary action.

2. The details of Government dues which will remain outstanding on the date of retirement of Government Servant and which need to be recovered out of death-cum-retirement gratuity are indicated below :-

- a) Balance of the house building or conveyance : RS.....
advance.....
- b) Over payment of pay and allowances including : RS.....
leave salary
- c) Income-tax deductible at source under the : RS.....
income tax Act 1961(43 of 1961)
- d) Arrears of license fee for occupation of : RS.....
Government accommodation.
- e) The amount of license fee for the retention : RS.....
of Government accommodation for the
permissible period of two months beyond the
date of retirement.
- f) Any other assessed due and the nature thereof : RS.....
- g) An amount of gratuity to be withheld for : **10% Subject to official**
adjustment **retained the**
Govt.Accommodation.

Total _____ -

It is requested that the above mentioned due may be recovered out of death-cum-retirement gratuity before authorizing its payment.

3. Your attention is invited to the list of enclosures which is forwarded herewith.

4. The receipt of this letter may be acknowledged and this Ministry/Department/Office informed that necessary instruction for the disbursement of pension and death-cum-retirement gratuity has been issued to the disbursing officer concerned.

5. The retirement gratuity will be drawn and disbursed by this Ministry/Department/Office on receipt of authority from you. The outstanding Government dues as mentioned in Para.2 above will also be recovered out of the retirement gratuity before making payment.

Yours faithfully,

Encl : As above
Service Book

HEAD OF OFFICE,
INDIAN BUREAU OF MINES

GOVERNMENT OF INDIA
MINISTRY OF MINES
INDIAN BUREAU OF MINES

F-No.

DT.

PART – III

Forwarded to **the Pay and Accounts officer**, Indian Bureau of Mines, Nagpur.

(here indicate the address and designation)

With the remarks that:-

- i) The particulars furnished by the applicant in Part-I have been verified are correct.
- ii) The applicant is eligible to get a fraction of his pension commuted without Medical Examination.
- iv) The difference of commuted value of pension determined with reference to the table applicable at present comes to **Rs (Rupees** **Only)**.

02. The pension papers of the applicant completed in all respects were forwarded under this Ministry/Department/Office letter No _____ dated _____. It is requested that the payment of commuted value of pension may be authorized through the pension payment order which may be issued one month before the retirement of the applicant.

03. The receipt of Part-I of this form has been acknowledged in Part-II which has been forwarded separately to the applicant on

04. The commuted value of pension is debit able to Head of Account "2071-Pension and other relevant Benefits".

SIGNATURE

PLACE:

DATE :

HEAD OF OFFICE

(G.I., M.F.A., Deptt. of personnel & A. R., Notification No. 34/1881 Pension Unit, dated the 8th July, 1983.)

PENSION CALCULATION SHEET
Revised Format
[See Decision (3) below Rule 61]

1. Name :
2. Designation of the post from which retired :
Indian Bureau of Mines,.....
3. Ministry/Department/Office last served : Ministry of Mines,
Indian Bureau of Mines,
4. Date of Birth (in Figures and words) :
5. Date of Superannuation/ Voluntary Retirement :
6. Qualifying service for Pension indicating separately EOL : Years.....MonthsDays
(allowedYears)
7. Addition to qualifying service for example under Rule 30 of the :
8. Rule under which pensionary benefits were settled : Rule 35 of C.C.S. (Pension Rules), 1972
9. Emoluments drawn during the last 10 months (along-with the pay scale) proceeding superannuation/**Voluntary retirement** (Pay, Special pay, Deputation allowance, Personal Pay Dearness Pay, Interim Relief etc. : N.A.
10. Computation of average emoluments on which pension fixed : Rs.....
11. Total amount of Pension and Family pension Sanctioned : Rs.-Pension
Rs.Family Pension
12. Details of commutation : Rs.....
13. Percentage amount of monthly pension commuted and :
14. Amount of Commuted Value of pension Authorized(Rs..... Already Disbursed) : Rs.....
15. Computation of Death-Cum Retirement gratuity **Rs.1000000/ Restricted& Already Disbursed** : **Rs.....**
16. Amount of Death-Cum Retirement gratuity Sanctioned : **Rs.....**

**HEAD OF OFFICE
INDIAN BUREAU OF MINES**

FROM – 7

(See Rules 58, 60, 61(1) and (3) and 65(1))

FROM FOR ASSESSING PENSION/ FAMILY PENSION & GRATUITY

(To be sent in duplicate if payment is desired in a different circle of accounting unit)

PART-I

1. Name of the retiring Government employee : **Shri /Smt**
2. Father's/Husband's name : **.....,
Indian Bureau of Mines**
3. Height : Cms
4. Mark of Identification : (i)
(ii).....
5. Date of Birth :
6. Service to which belongs : **General Central Service**
(indicate name of organized service, if any, otherwise say General Central Service)
7. Particulars of posts held at the time of retirement
 - a) Name of the Office : **Indian Bureau of Mines,.....**
 - b) Post Held : **.....,**
 - c) Mentioned above was under Government or outside the Government on foreign service Terms : **Under Government**
8. Whether declared substantive in any post under the Central Government :
9. Date of beginning of service :
10. Date of ending of service :
11. Cause of ending service :
- a) Voluntary retirement on being declared surplus (Rule 29) :
- b) Due to abolition of post (Rule 59) :
- c) Superannuation (Rule 35) :
- d) In validment on medical grounds (Rule 38) :
- e) Voluntary/Premature retirement :- At the initiative of the Government Servant (Under Rule 48, 48A and FR 56-K) :
- f) Premature retirement at the initiative of the Government (Rule 48 or FR 56 (1) :
- g) Compulsory retirement (Rule 40) :
- h) Removal/ dismissal from service (Rule 24 & 41):- :
- i) Death :

12. In the case of compulsory retirement :
the orders of the Competent
authority whether
pension may be allowed at full rates
or at reduced rates and , in case of
reduced rates, the percentage at
which it is to be allowed.
13. In the case of removal/ dismissal :
from service :
Whether orders of competent
authority have been obtained for
grant of compassionate allowance
and if so, at what rate
14. Particulars relating to military :
service, if any
a) Period of military service :
b) Terminal benefits drawn/being :
drawn for military service
c) Whether opted for counting of :
Military service towards Civil
Pension
d) If answer to (c) above is in the :
affirmative, whether the
terminal benefits have been
refunded
e) In case of Ex-Servicemen who :
are eligible for family pension
under The -Armed Forces
rules, Whether opted to retain
family pension under the
Armed Forces rules or to draw
family pension under the civil
rules

15. Particulars relating to service in
autonomous body, if any

a) Particulars of Service:

Name of Organisation	Post held	Period	
		From	To
---	---	---	---

- b) Whether the above service is to :
be counted for pension
- c) Whether the autonomous :
organization has discharged its
pensionary liability to the
Central Govt.
16. Whether any departmental or :
judicial proceedings are pending
against the retiring employees
17. Qualifying Service :YearMonthsDays

(allowed 33Years)

- a) Details of omission, imperfection or deficiencies in the service book which have been ignored (under Rule59(1)(b)(ii) :
- b) Period not counting as qualifying service :
- i) Boy service (2nd proviso to Rule :
- ii) Extraordinary leave not treated as qualifying service (Rule 21) :
- iii) Periods of suspension not treated as qualifying service (rule 21) :
- iv) Interruptions in service (Rule 27 (1) (b) and Rule 28 (c) :
- v) Periods of foreign service with United Nations bodies for which United Nationals pension has been availed :
- vi) Any other period not treated as qualifying service (give details) :
- c) Additions to qualifying service :
- d) Net Qualifying Service :YearMonths.....Days
(allowed 33 Years)
- e) Qualifying service expressed in terms of completed six monthly periods (Period of the months and ovaries treated as completed six monthly period

18. Emoluments:

- a) Emoluments drawn during 10 months preceding retirement

From	To	Period	Rate of Pay	Amount
Last pay Drawn		Rate of pay	Total Emoluments	

- b) If the officer was on foreign service immediately preceding retirement notional emoluments which be would have drawn under Government but for being on foreign service :
- c) Average emoluments reckoned for pension : **Rs**.....
- d) Emoluments reckoned for retirement gratuity : **Rs**.....
- e) Emoluments reckoned for : **Rs**.....

- family pension
19. Date on which the retiring employee :
submitted his application for pension
in Form 5
20. Complete and up to date details of :
the family as given Form 3:-

S. No.	Name of the Member of the family	Date of Birth	Relation with the Govt. Servant
1	2	3	4

21. Whether nomination made for Death Gratuity /Retirement Gratuity :

22. The date of which action initiated to :

a) Obtain the 'No Demand Certificate' from the Directorate of Estates as provided in Rule 57 :

b) Assess the service and emoluments qualifying for pension as provided in Rule 59, and :

c) assess the Government dues other than the dues relating to the allotment of government accommodation as provided in Rule 73 (1) :

23. Details of Government dues recoverable out of Gratuity :

a) License Fee for Government accommodation see sub-rule (2), (3) and (4) of Rule 72 :

b) Dues referred to in Rule 73 :

24. a) Proposed pension/ service gratuity : **Rs**.....

b) Proposed dearness relief on pension (as on the date of retirement) :

c) Date on which pension is to :

commence

25. Rate of Family Pension
- a) Enhance Rate : Rs.....
 - b) Period for which family pension will be payable at enhance rate : **Up to 7 years**
 - c) Ordinary Rate : **Rs.....**
 - d) Date from which ordinary rate of Family Pension will be payable : **After 7 years**
26. Amount of Retirement Gratuity/ Death Gratuity : **Rs.....**
27. Commutation of pension :
- a) Whether simultaneously applied for commutation of pension with the pension application (applicable only in the case of those who retire on superannuation pension) :
 - b) The portion of pension commuted :
 - c) Commuted value of pension :
 - d) Amount of residuary pension after deducting commuted portion :
 - e) Date from which reduced pension is payable :
28. Name address of Bank/Pension Accounting office from where pension is to be draw :
29. Head of Account to which pension, and gratuity are debitable :
30. Post retirement address of the retiree :

Signature of the Head of Office
Indian Bureau of Mines

PART – II

1. Date of receipt of pension papers by the Accounts Officer from Head of Office :
2. Entitlements admitted
 - a) Length of qualifying service :
 - b) Pension -
 - i) Class of pension
 - ii) Amount of monthly pension :
 - iii) Date of commencement :
 - c) Commutation of pension -
 - i) Commuted value of portion of pension commuted, if any :
 - ii) Residuary pension after commutation
 - iii) Date of restoration of commuted portion of pensioner continuing to live
 - iv) Date of which reduced pension is payable
 - d) Retirement/Death Gratuity -
 - i) Total amount payable :
 - ii) Amount to be adjusted towards Government dues :
 - iii) Amount to be withheld for adjustment of unassessed dues
 - iv) Net amount to be released immediately :
 - e) Family Pension
 - i) At enhanced rate :
 - ii) Period for which family pension at enhanced rate is payable :
 - iii) At normal rate :
3. Head of Account to which the amount of pension retirement/ death gratuity and family pension are to be debited :

Accounts Officer

Annexure – I

CALCULATION OF EMOLUMENTS FOR RECKONING PENSION OF

Shri/Smt.....(Designation) , Indian Bureau of Mines,

.....

DATE OF SUPERANNUATION ____

Calculation of Emoluments for basic pay :

Last pay Drawn	Rate of pay	Total Emoluments
----------------	-------------	------------------

Total : **Rs.**

Therefore, the 50% of the last basic pay i.e. Rs/-..... (Rupees.....
) is the emolument for pension

Asstt. Administrative Officer
Indian Bureau of Mines

Annexure – III

CALCULATION OF DEATH – CUM – RETIREMENT GRATUITY IN RESPECT OF
Shri(Designation).....Indian Bureau of Mines.....

Net qualifying service :- (Allowed 33 Years)

Six monthly period of net
Qualifying service :-

Emoluments reckoning for DCRG :-

BP : Rs.
GP : Rs.
Rs.
(*) DA : Rs.
Total : Rs.

Emoluments reckoning for DCRG is Rs.....-

Hence the DCRG comes to $\frac{\text{Rs.- X 66}}{4} = \text{Rs.}$

Total admissibility of DCRG of (Rs10,00, 000/- Restricted)
Less Govt. dues :- -----

Withheld 10% of DCRG for want
of NDC from AEM and to the ---
unassessed dues.

Total net payable : -----

(*) As applicable from time to time.

**Asstt. Administrative Officer
Indian Bureau of Mines**

"Form – B"

FORM OF LETTERS OF THE ACCOUNT OFFICER FORWARDING THE PENSION PAPERS OF A GOVERNMENT SERVANT.

F- NO. A-19011/323/2012-ESTT. APP.

NAGPUR, DT.

To,
The Pay and Accounts Officer,
Indian Bureau of Mines,
Nagpur.

Sub: Pension papers in respect of Shri, (Designation) Indian Bureau of Mines..... for authorization of pension (Date of Retirement –).

Sir,

I am directed to forward herewith the pension papers in respect of **Shri(Designation)..... Indian Bureau of Mines.....** of this Department / Office for further necessary action.

2. The details of Government dues which will remain outstanding on the date of retirement of Government Servant and which need to be recovered out of death-cum-retirement gratuity are indicated below :-

- a) Balance of the house building or conveyance advance : To be ascertained
- b) Over payment of pay and allowances including leave salary : --
- c) Income-tax deductible at source under the income tax Act 1961(43 of 1961) : --
- d) Arrears of license fee for occupation of Government accommodation. :
- e) The amount of license fee for the retention of Government accommodation for the permissible period of two months beyond the date of retirement. :
- f) Any other assessed due and the nature thereof :
- g) An amount of gratuity to be withheld for adjustment : **10%(Subject to detain Govt Accommodation if any)**

It is requested that the above mentioned due may be recovered out of death-cum-retirement gratuity before authorizing its payment.

3. Your attention is invited to the list of enclosures which is forwarded herewith.
4. The receipt of this letter may be acknowledged and this Ministry/Department/Office informed that necessary instruction for the disbursement of pension and death-cum-retirement gratuity has been issued to the disbursing officer concerned.

Yours faithfully,

Encl : As above
Service Book

HEAD OF OFFICE,
INDIAN BUREAU OF MINES

GOVERNMENT OF INDIA
MINISTRY OF MINES
INDIAN BUREAU OF MINES

F- NO. A-19011/323/2012-ESTT. APP.

NAGPUR, DT.

PART – III

Forwarded to the Pay and Accounts officer, Indian Bureau of Mines, Nagpur.

(here indicate the address and designation)

With the remarks that:-

- i) The particulars furnished by the applicant in Part-I have been verified are correct.
- ii) The applicant is eligible to get a fraction of his pension commuted without Medical Examination.
- iii) The amount of residuary pension after commutation will be Rs..... **(Rupees only.)**
- iv) The commuted value of pension determined with reference to the table applicable at present comes to **Rs..... (RupeesOnly).**

02. The pension papers of the applicant completed in all respects were forwarded under this Ministry/Department/Office letter No _____ dated _____. It is requested that the payment of commuted value of pension may be authorized through the pension payment order which may be issued one month before the retirement of the applicant.

03. The receipt of Part-I of this form has been acknowledged in Part-II which has been forwarded separately to the applicant on

04. The commuted value of pension is debit able to Head of Account "2071-Pension and other relevant Benefits".

SIGNATURE

PLACE:

DATE :

HEAD OF OFFICE

(G.I., M.F.A., Deptt. of personnel & A. R., Notification No. 34/1881 Pension Unit, dated the 8th July, 1983.)

PENSION CALCULATION SHEET
(AS PER O.M. NO.38/19/85-PUC)
DATED 3.9.85 FROM THE G.I.
DEPTT. OF PERSONNEL & TRG .

1. Name : **Shri**
2. Designation of the post from which retired : **..... ,
Indian Bureau of Mines.....**
3. Ministry/Department/Office last served : Ministry of Mines,
Indian Bureau of Mines.....
4. Date of Birth (in Figures and words) :
5. Date of Superannuation/
Voluntary Retirement :
6. Qualifying service for Pension indicating separately EOL :
(allowed 33 Years)
7. Addition to qualifying service for example under Rule 30 of the
8. Rule under which pensionary benefits were settled : Rule 35 of C.C.S. (Pension Rules), 1972
9. Emoluments drawn during the last 10 months (along-with the pay scale) proceeding superannuation/**Voluntary retirement** (Pay, Special pay, Deputation allowance, Personal Pay Dearness Pay, Interim Relief etc. : N.A.
10. Computation of average emoluments on which pension fixed : Rs.....
11. Total amount of Pension and Family pension Sanctioned : Rs.-/-Pension
Rs.-/-FP
12. Details of commutation : Rs.....-/- x 40% =Rs.....-/-
13. Percentage amount of monthly pension commuted and :-/- X 8.194* X 12= Rs.....
14. Amount of Commuted Value of pension Authorized : Rs.....-/-
15. Computation of Death-Cum Retirement gratuity : **Rs..... x 66**
4
=-/-
16. Amount of Death-Cum Retirement gratuity Sanctioned : **Rs. 10,00,000/- (Restricted)**

*as per age factor

**HEAD OF OFFICE
INDIAN BUREAU OF MINES**

FROM – 7

(See Rules 58, 60, 61(1) and (3) and 65(1))

FROM FOR ASSESSING PENSION/ FAMILY PENSION & GRATUTITY

(To be sent in duplicate if payment is desired in a different circle of accounting unit)

PART-I

1. Name of the retiring Government employee : **Shri**
2. Father's/Husband's name : **.....,
Indian Bureau of Mines**
3. Height : Cms
4. Mark of Identification :
5. Date of Birth :
6. Service to which belongs (indicate name of organized service, if any, otherwise say General Central Service) :
7. Particulars of posts held at the time of retirement
 - a) Name of the Office : **Indian Bureau of Mines,..**
 - b) Post Held : **.....,(Designation)**
 - c) Mentioned above was under Government or outside the Government on foreign service Terms :
8. Whether declared substantive in any post under the Central Government : **.....,**
9. Date of beginning of service :
10. Date of ending of service :
11. Cause of ending service : **Superannuation**
 - a) Voluntary retirement on being declared surplus (Rule 29) : ---
 - b) Due to abolition of post (Rule 59) : ---
 - c) Superannuation (Rule 35) : **YES**
 - d) In validment on medical grounds (Rule 38) : ---
 - e) Voluntary/Premature retirement :- At the initiative of the Government Servant (Under Rule 48, 48A and FR 56-K) : ---
 - f) Premature retirement at the initiative of the Government (Rule 48 or FR 56 (1) : ---
 - g) Compulsory retirement (Rule 40) : ---
 - h) Removal/ dismissal from service (Rule 24 & 41):- : ---
 - i) Death : ---

12. In the case of compulsory retirement :
the orders of the Competent authority whether pension may be allowed at full rates or at reduced rates and , in case of reduced rates, the percentage at which it is to be allowed.
13. In the case of removal/ dismissal :
from service :
Whether orders of competent authority have been obtained for grant of compassionate allowance and if so, at what rate
14. Particulars relating to military service, if any :
- a) Period of military service : ---
 - b) Terminal benefits drawn/being drawn for military service : ---
 - c) Whether opted for counting of Military service towards Civil Pension : ---
 - d) If answer to (c) above is in the affirmative, whether the terminal benefits have been refunded : ---
 - e) In case of Ex-Servicemen who are eligible for family pension under The -Armed Forces rules, Whether opted to retain family pension under the Armed Forces rules or to draw family pension under the civil rules : ---
15. Particulars relating to service in autonomous body, if any
- a) Particulars of Service:

Name of Organisation	Post held	Period	
		From	To
---	---	---	---

- b) Whether the above service is to be counted for pension : ---
 - c) Whether the autonomous organization has discharged its pensionary liability to the Central Govt. : ---
16. Whether any departmental or judicial proceedings are pending against the retiring employees : ---
17. Qualifying Service :
.....
(allowed 33Years)

- a) Details of omission, imperfection or deficiencies in the service book which have been ignored (under Rule 59(1)(b)(ii)) : ---
- b) Period not counting as qualifying service : ---
- i) Boy service (2nd proviso to Rule : ---
- ii) Extraordinary leave not treated as qualifying service (Rule 21) : ---
- iii) Periods of suspension not treated as qualifying service (rule 21) : ---
- iv) Interruptions in service (Rule 27 (1) (b) and Rule 28 (c)) : ---
- v) Periods of foreign service with United Nations bodies for which United Nationals pension has been availed : ---
- vi) Any other period not treated as qualifying service (give details) : ---
- c) Additions to qualifying service : ---
- d) Net Qualifying Service :
(allowed 33 Years)
- e) Qualifying service expressed in terms of completed six monthly periods (Period of the months and ovaries treated as completed six monthly period) : **66**

18. Emoluments:

- a) Emoluments drawn during 10 months preceding retirement

From	To	Period	Rate of Pay	Amount
Last pay Drawn		Rate of pay	Total Emoluments	
30.9 2013	B.P.	Rs./-		
	G.P.	Rs./-		
		Rs./- x 50% =		Rs./-

- b) If the officer was on foreign service immediately preceding retirement notional emoluments which he would have drawn under Government but for being on foreign service : ---

- c) Average emoluments reckoned for pension : **Rs...../-**

- d) Emoluments reckoned for retirement gratuity : **Rs...../-**

- e) Emoluments reckoned for family pension : **Rs...../-**

19. Date on which the retiring employee submitted his application for pension :

- in Form 5
20. Complete and up to date details of :
the family as given Form 3
- | S. No. | Name of the Member of the family | Date of Birth | Relation with the Govt. Servant |
|--------|----------------------------------|---------------|---------------------------------|
| 1. | | |
Yes placed in S B |
| 2. | | | |
| 3. | | | |
| 4. | | | |
21. Whether nomination made for Death Gratuity /Retirement Gratuity
22. The date of which action initiated to :
- a) Obtain the 'No Demand Certificate' from the Directorate of Estates as provided in Rule 57 : ---
- b) Assess the service and emoluments qualifying for pension as provided in Rule 59, and :
- c) assess the Government dues other than the dues relating to the allotment of government accommodation as provided in Rule 73 (1) **To be ascertained**
23. Details of Government dues recoverable out of Gratuity :
- a) License Fee for Government accommodation see sub-rule (2), (3) and (4) of Rule 72 :
- b) Dues referred to in Rule 73 **To be ascertained**
24. a) Proposed pension/ service gratuity : **Rs...../-**
- b) Proposed dearness relief on pension (as on the date of retirement) : **As per Rule**
- c) Date on which pension is to commence :
25. Rate of Family Pension

- a) Enhance Rate : Rs...../-
- b) Period for which family pension will be payable at enhance rate : **Up to 7 years**
- c) Ordinary Rate : **Rs...../-**
- d) Date from which ordinary rate of Family Pension will be payable : **After 7 years**
26. Amount of Retirement Gratuity/ : **Rs.10,00,000/-(Maximum)**
 Death Gratuity
27. Commutation of pension :
- a) Whether simultaneously applied for commutation of pension with the pension application (applicable only in the case of those who retire on superannuation pension) : **Yes**
- b) The portion of pension commuted : 40% (...../-)
- c) Commuted value of pension : Rs...../-
- d) Amount of residuary pension after deducting commuted portion : Rs...../-
- e) Date from which reduced pension is payable :
28. Name address of Bank/Pension Accounting office from where pension is to be draw :

29. Head of Account to which pension, and gratuity are debitale : **2071**
30. Post retirement address of the retiree :
(Pin code).....

**Signature of the Head of Office
 Indian Bureau of Mines**

PART – II

1. Date of receipt of pension papers by the Accounts Officer from Head of Office :
2. Entitlements admitted
 - a) Length of qualifying service :
 - b) Pension -
 - i) Class of pension
 - ii) Amount of monthly pension :
 - iii) Date of commencement :
 - c) Commutation of pension -
 - i) Commuted value of portion of pension commuted, if any :
 - ii) Residuary pension after commutation
 - iii) Date of restoration of commuted portion of pensioner continuing to live
 - iv) Date of which reduced pension is payable
 - d) Retirement/Death Gratuity -
 - i) Total amount payable :
 - ii) Amount to be adjusted towards Government dues :
 - iii) Amount to be withheld for adjustment of unassessed dues
 - iv) Net amount to be released immediately :
 - e) Family Pension
 - i) At enhanced rate :
 - ii) Period for which family pension at enhanced rate is payable :
 - iii) At normal rate :
3. Head of Account to which the amount of pension retirement/ death gratuity and family pension are to be debited :

Accounts Officer

Annexure – I

CALCULATION OF EMOLUMENTS FOR RECKONING PENSION OF **Shri**

.....**(Designation)**..... **Indian Bureau of Mines**.....

DATE OF SUPERANNUATION _____

Calculation of Emoluments for basic pay :

Last pay Drawn	Rate of pay	Total Emoluments
.....	B. P. Rs./-	
	G. P. <u>Rs./-</u>	
	Rs./- x 50%	= Rs./-

Total : **Rs./-**

Therefore, the 50% of the last basic pay i.e. Rs./-(Rs. only) is the emolument for pension

Asstt. Administrative Officer
Indian Bureau of Mines

ANNEXURE – II

CALCULATION OF PENSION IN RESPECT OF **Shri**,
.....(Designation)..... Indian Bureau of Mines.....

Date of 1st appointment :-

Date of birth :-

Date of first confirmation :-

Date of Superannuation :-

Gross / Total Service :- **(allowed 33 Years)**

Less : Non qualifying
service for pension :- NIL

Emoluments for pension

(as per Annexure –I) Basic Pay Rs/- + GP.-/- = Rs.-/-

50% of average emoluments Rs..... X 50% =-/-

Pension is worked out :- **Rs.-/-**

**Asstt. Administrative Officer
Indian Bureau of Mines**

Annexure – III

CALCULATION OF DEATH – CUM – RETIREMENT GRATUITY IN RESPECT OF
Shri(Designation)..... Indian Bureau of Mines,

Net qualifying service :- (Allowed 33 Years)

Six monthly period of net
Qualifying service :- 66

Emoluments reckoning for DCRG :-

BP : Rs.-
GP : Rs./-
Rs.
(%) DA : Rs.-
Total : Rs.-

Emoluments reckoning for DCRG is Rs./-

Hence the DCRG comes to $\frac{\text{Rs./-} \times 66}{4} = \text{Rs./-}$

Total admissibility of DCRG of **Rs10,00,000/- (Maximum)**
Less Govt. dues :- -----

Withheld 10% of DCRG for want
of NDC from AEM and to the
unassessed dues. **Rs./-**

Total net payable : **Rs./-**

(Rupees Only)

(* As admissible from time to time.

**Asstt. Administrative Officer
Indian Bureau of Mines**

