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DCRB AMMENDMENTS

DCRB Option Date

No. 37657VIII/Panch/2P-4/85

Dated : 5.12.85

From : The Asstt. Secy. to the Govt. of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : Death-cum-Retirement Benefit Scheme, 1985 for employees of Panchayats.

MEMO

The undersigned is directed to say that under G.O. No. 30314/VIII/Panch/2P-4/85 dt 30.8.85, the Death-cum-Retirement Benefit Scheme, 1985 for the employees of Panchayats (other than Chowkidars and Dafadars of Gram Panchayats) and under G.O. No. 30315/VIII/Panch/2P-5/85 dt. 30.8.85, the Death-cum-Retirement Benefit Scheme for Chowkidars and Dafadars of Gram Panchayats/Anchal Panchayats were sanctioned. The schemes are deemed to have come into force with effect from 1.4.81. It has now been reported by some retired/retiring employees of P.R. Bodies that in the absence of any specific Government order the authority concerned i.e. Zilla Parishads, the B.D.O. etc. are not taking any effective steps for implementation of the scheme.

The undersigned is further directed to point out in the connection that in terms of the provisions of the Death-cum-Retirement Benefit Schemes, 1985, respectively the Head of offices (i.e. Executive Officer including Additional Executive Officer of the Zilla Parishad for Zilla Parishad employees, Executive Officer of Panchayat Samiti for Panchayat Samiti employees and B.D.O. for Gram Panchayat employees) should take immediate steps for implementation of the schemes so that the retired Panchayat employee may get the benefit early.

Sd/-

Assistant Secretary to the Govt of
West Bengal

No. 40451/VIII/Panch/2P-4/85(Pt. I)

Dated : 26.12.85

From : The Assistant Secretary to the Govt. of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : **Death-cum-Retirement Benefit Scheme, 1985 for employees of Panchayats.**

Ref : ThisDeptt. Memo.No. 37657/VIII/Panch dated 5.12.85.

The undersigned is directed to request the Director of Panchayats, West Bengal kindly to take immediate steps so that relevant notice is issued by the concerned Head of offices within 15.1.1986 at the latest to all the existing employees of Panchayat bodies for exercising option in the prescribed form in terms of para 5 of the Death-cum-Retirement Benefit Scheme, 1985.

Sd/-

Assistant Secretary to the Govt of
West Bengal

15/04/1986

No. 21516/III/Panch/2P-7/85

Dated: 30.8.86

From : The Asstt. Secy. to the Govt. of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : **Death-cum-Retirement Benefit Scheme, 1985, for Panchayat Employees Clarification regarding.**

1. The undersigned is directed to say that in terms of para of the Death-cum-Retirement Benefit Scheme, 1985, for Panchayat Employees, an employee is required to exercise option in the form prescribed in Annexure-I of the Scheme. The option form is to be submitted by the employee for acceptance to the Head of Offices as defined in the aforesaid Scheme. Option exercised by an employee in a form other than the prescribed form should not be treated as valid by the Head of Office.

2. In this connection it may be noted that when an employee opts to come under the Scheme, he is bound to accept all the conditions of the Scheme without any reserve. Unless he accepts all the conditions of the Scheme, no benefit of the Scheme can be extended to him.

Dy. G. C. Sarkar
Asstt. Secy. to the Govt. of West Bengal

No. 443/VIII/Panch/2P-4/87

Dated: 8.1.88

From : The Dy. Secy. to the Govt. of West Bengal.

To : The Director of Pension,
Provident Fund and Group Insurance, West Bengal
Purta Bhavan,
Salt Lake,
Calcutta-700 091

Sub : **Payment of salary on account of refused leave to the retired Zilla Parishad employees
Clarification in connection with sanction of pensionary benefits**

Ref : This deptt. letter No. 30507/VIII/Panch/2P-4/87 dt. 15.12.87

1. The undersigned is directed to say that if any employee of the Zilla Parishad/Panchayat Samiti has applied in writing for earned leave due to him preparatory to retirement but has been denied that leave in whole or in part by the authority empowered to grant it, he is entitled to the leave salary for the relevant period of refused leave even after his retirement under rule 10 of the West Bengal Zilla Parishad (Leave and Retirement of staff) Rules 1973. This has no bearing with the cash equivalent to leave salary i.e. the benefit which is yet to be extended in respect of them

2. This has also a reference to memo no. 2841/Pan dated 9.11.87 addressed to him by the Distritt Magistrate, Burdwan.

Dy. A. K. Banerjee
Dy. Secy. to the Govt. of West Bengal

No. 21516/III/Panch/2P-7/85

Dated: 30.8.86

From : The Asstt. Secy. to the Govt. of West Bengal.
To : The Director of Panchayats, West Bengal.
Sub : **Death-cum-Retirement Benefit Scheme, 1985, for Panchayat Employees Clarification regarding.**

1. The undersigned is directed to say that in terms of para of the Death-cum-Retirement Benefit Scheme, 1985, for Panchayat Employees, an employee is required to exercise option in the form prescribed in Annexure-I of the Scheme. The option form is to be submitted by the employee for acceptance to the Head of Offices as defined in the aforesaid Scheme. Option exercised by an employee in a form other than the prescribed form should not be treated as valid by the Head of Office.

2. In this connection it may be noted that when an employee opts to come under the Scheme, he is bound to accept all the conditions of the Scheme without any reserve. Unless he accepts all the conditions of the Scheme, no benefit of the Scheme can be extended to him.

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Asstt. Secy. to the Govt. of West Bengal

No. 443/VIII/Panch/2P-4/87

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To : The Director of Pension,
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Purta Bhavan,
Salt Lake,
Calcutta-700 091
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Clarification in connection with sanction of pensionary benefits**
Ref : This deptt. letter No. 30507/VIII/Panch/2P-4/87 dt. 15.12.87

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2. This has also a reference to memo no. 2841/Pan dated 9.11.87 addressed to him by the District Magistrate, Burdwan.

Dy. A. K. Banerjee
Dy. Secy. to the Govt. of West Bengal

No. 100/VIII/Panch/2P-7/85

Dated : 4.1.1986

From : Shri N. R. Haldar, IAS, Secretary to the Government of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : **Clarification regarding Death-cum-Retirement Benefit Scheme, 1985, for employees of Panchayats.**

Sir,

I am directed to issue the following instructions in connection with implementation of the Death-cum-Retirement Benefit Scheme, 1985, for employees of Panchayats :

(1) (A) In somecases the normal age of superannuation of a Panchayat employee is 60 years or more. In the Death-cum-Retirement Scheme, however, the age for an employee (other than a member of Group-'D' Service) shall be 58 years.. As such an employee who opts to come under the scheme shall have to retire after attaining the age of 58 years. It has, however, been provided in the scheme that an employee who was in active service under a Panchayat body on or after 1.4.1981 but could not exercise option due to retirement or death shall be deemed to have opted for coming under the scheme. As the aforesaid scheme was sanctioned in August, 1985, there may be some cases where an employee was in active service on or after 1.4.81 and attained the age of 58 years immediately thereafter and remained in service for another two years i.e. up to 60 years of age. As for example, an employee, other than a Group-'D' employee was due to retire on attaining the age of 58 years with effect from 30.6.81. He continued in service till attaining the age of 60 years i.e. up to 30.6.1983 (last working day). The questions, therefore, arise—

(i) how the period of service rendered by him for the period from 1.7.81 to 30.6.83 be treated, and

(ii) how the pension and gratuity of the incumbent be fixed.

In such a case—

(i) the period of service rendered by the incumbent for the period from 1.7.81 to 30.6.83 be treated as re-employment and post-facto approval of the State Government may be obtained for such re-employment. While referring the case to the State Government the Service Book of the incumbent with up-to-date entries should be forwarded and pension and gratuity should be sanctioned only after approval for re-employment is accorded by the State Government.

(ii) for the purpose of determination of the amount of pension" and gratuity the procedure detailed below should be followed :

(a) the pay at the time of attaining the age of 58 years on 30.6.81 be taken into account and the amount reckonable for pension be calculated in terms of para 22(A) of the Death-cum-Retirement Benefit Scheme.

(b) the length of service from the date of entry into the service under the Panchayat body up to the date of attaining the age of 58 years on 30.6.81 be determined and be taken into account.

(c) the amount of pension admissible be fixed in terms of the figures arrived at under (a) and (b) above in the manner "as shown in Annexure-III of the scheme.

(d) the amount of gratuity admissible may first be fixed in terms of para 22(F) (a) or (b) of the scheme as the case may be, with reference to the length of service worked out as in (b) above and the emolument

drawn at the time of attaining the age of 58 years on 30.6.81. As the employee concerned drew full pay and allowances along with increments during the period from 1.7.81 to 30.6.83 and the period is to be treated as on re-employment, the Pension equivalent of gratuity (commonly known as P.E.G.) and the amount overdrawn on account of increments for the period is to be deducted from the gratuity as fixed.

The P.E.G. per month = Amount of gratuity.

Rate of commutation value as per table at the age on next birthday (i.e. 59th or 60th or 61st birthday as the case may be) of the retired employee concerned. (Rate given in para 41 of the Scheme).

$$\text{i.e.} = \frac{\text{Amount of Gratuity}}{10.46^* \times 12}$$

The net amount of gratuity payable, therefore, comes to the amount representing the amount of gratuity fixed minus P.E.G. for 24 months for the period from 1.7.81 to 30.6.83 minus the amount overdrawn on account of increments during the aforesaid period.

(e) as in the example, the employee concerned was on re-employment during the period from 1.7.81 to 30.6.83 and he drew full pay and allowances during this period, arrear pension may be admissible to him for the period from 1.7.83.

(B) The rate of family pension in terms of para 27 of the Scheme read with note thereunder may be calculated with reference to the pay of the employee at the time of attaining the age of 58 years on 30.6.81.

(2) There may be cases where an employee attained the age of 58 years before 1.4.81 and continued in service after 1.4.81 up to the age of 60 years. As for example an employee (other than Group-'D' employee) attained the age of 58 years on 31.12.80 and retired from service after attaining the age of 60 years on 31.12.82 (last working day). Under the Death-cum-Retirement Benefit Scheme, 1985, he shall not be deemed to be in active service before superannuation under Panchayat bodies on or after 1.4.81 because the age of superannuation under the scheme is 58 years. Such an employee is not eligible to exercise option to come under the scheme as he attained the age of superannuation i.e. 58 years before 1.4.81.

(3) There may also be cases where an employee (other than Group-'D' employee) has attained the age of 58 years recently and he is still continuing in service. A notice may immediately be sent by the Head of Office [as defined in para 6(h) of the Scheme] to the employee concerned for exercising option within 90 days as provided in para 5 of the scheme and his services may be terminated as soon as possible after the option for coming under the scheme. The Period of service from the date of attaining the age of 58 years up to the date of termination may be treated as re-employment and such case may be disposed of in accordance with the instructions as in sub-paras (A) and (B) of para (1) above. If such option is not exercised within 90 days, it shall be deemed that he has not opted for coming under the scheme and pension and gratuity is not admissible to such employee.

(4) This issues with the concurrence of the Finance Department vide F.A. Panchayat & CD. Department U/ O No. 634 dated 1.1.86.

Yours faithfully,
Sd/- N. R. Haldar
Secretary to the Government of
West Bengal

* Represents the rate on the 59th birthday as per table.

Dated : 4.1.86

No. 101/VIII/Panch/2P-9/85

From : Shri N. R. Haldar, I.A.S., Secy, to the Govt of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : Death-cum-Retirement Benefit Scheme, 1985 for Panchayat employees—Medical examination.

Sir,

I am directed to say that in the Death-cum-Retirement Benefit Scheme, 1985 for employees of Panchayats provisions have been made for medical examination in the following cases:

(i) An employee may be declared to be permanently incapacitated for further service by a Medical Board or a Medical Officer nominated or authorised by the competent authority [Paras 7(iii) and 11 of the Scheme].

(ii) For the purpose of commutation of pension, if applied for after the lapse of one year from the date of retirement by an employee other than a person drawing invalid pension, the Medical examination is required to be made by a Medical Board or a Medical Officer nominated or authorised by the competent authority and the Medical report is required to, be countersigned by another Medical Officer nominated or authorised by the competent authority if the commutation applied for exceeds Rs. 25/- (Para 45 of the Scheme).

(iii) In all cases of commutation of pension applied for by a person drawing Invalid pension, the Medical examination is to be made by a Medical Board (Para 45 read with para 44 of the Scheme).

(iv) The re-examination of an employee for the purpose of commutation of pension shall be made by a Medical Board or a Medical Officer selected for the purpose (Para 48 of the Scheme).

2. The competent authority as detailed in para 6(d) of the Scheme means:

- (i) Block Development Officer in respect of Gram Panchayats;
- (ii) Sub-divisional Officer in respect of Panchayat Samitis;
- (iii) District Magistrate in respect of Zilla Parishads.

3. In order to ensure that uniform practice in the matter of selection of Medical Board/Medical Officer is followed throughout the State, the following procedure shall be adopted :

(i) For declaring an employee to be permanently incapacitated for further service.

The Chief Medical Officer of Health of the district shall issue the certificate in the prescribed proforma (Annexure II of the Scheme) after examining the Panchayat employee through a Medical Board consisting of the Chief Medical Officer of Health and at least three Specialist Medical Officers of three different disciplines. The Board is to be constituted by the Chief Medical Officer of Health :

Provided that if any employee intends to retire from service on medical ground within two years from the date of normal retirement as, provided in para 15 of the Scheme, the medical examination shall be made by the Standing Medical Board at Medical College and Hospital, Calcutta and shall not be examined locally.

(ii) For commutation of pension, other than by a person drawing invalid pension of not more than Rs. 25/-.

The Medical examination shall be made by :

(a) the Sub-divisional Medical Officer for Gram Panchayat and Panchayat Samiti employees;

(b) the District Medical Officer for Zilla Parishad employees.

(iii) For commutation of pension, other than by a person drawing invalid pension, exceeding Rs. 25/-.

The Medical examination shall be made by the authorities mentioned in sub-para (ii) above and the examination report shall be countersigned by the Chief Medical Officer of Health in all cases of Gram Panchayat, Panchayat Samiti and Zilla Parishad employees.

(iv) In all cases of commutation of pension by a pensioner drawing invalid pension.

The Medical examination shall be made by a Medical Board of the district consisting, of the Chief Medical Officer of Health and the District Medical Officer. In case the Chief Medical Officer of Health is not available, the Board may consist of the District Medical Officer and the nominee of the Chief Medical Officer of Health, who shall be a member of the West Bengal Health Services.

(v) Re-examination for commutation of pension.

The re-examination shall be made by :

(a) the Medical Board of the district concerned consisting of the Chief Medical Officer of Health and the District Medical Officer in case of Gram Panchayat, Panchayat Samiti and Zilla Parishad employees, other than persons drawing invalid pension. In case the Chief Medical Officer is not available, the Board may consist of the District Medical Officer and the nominee of the Chief Medical Officer of Health, who shall be a member of the West Bengal Health Services.

(vi) a Medical Board to be constituted by the Chief Medical Officer of Health consisting of the Chief Medical Officer of Health and three Specialist Medical Officers of three different disciplines in case of a pensioner drawing invalid pension.

4. This order issues with the concurrence of the Finance Deptt. vide F.A., Panchayat & CD. Deptt. U/O No. 632 dt. 1.1.1986.

Yours faithfully,
Sd/- N. R. Haldar
Secretary

No. 37657VIII/Panch/2P-4/85

Dated : 5.12.85

From : The Asstt. Secy. to the Govt. of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : Death-cum-Retirement Benefit Scheme, 1985 for employees of Panchayats.

MEMO

The undersigned is directed to say that under G.O. No. 30314/VIII/Panch/2P-4/85 dt 30.8.85, the Death-cum-Retirement Benefit Scheme, 1985 for the employees of Panchayats (other than Chowkidars and Dafadars of Gram Panchayats) and under G.O. No. 30315/VIII/Panch/2P-5/85 dt. 30.8.85, the Death-cum-Retirement Benefit Scheme for Chowkidars and Dafadars of Gram Panchayats/Anchal Panchayats were sanctioned. The schemes are deemed to have come into force with effect from 1.4.81. It has now been reported by some retired/retiring employees of P.R. Bodies that in the absence of any specific Government order the authority concerned i.e. Zilla Parishads, the B.D.O. etc. are not taking any effective steps for implementation of the scheme.

The undersigned is further directed to point out in the connection that in terms of the provisions of the Death-cum-Retirement Benefit Schemes, 1985, respectively the Head of offices (i.e. Executive Officer including Additional Executive Officer of the Zilla Parishad for Zilla Parishad employees, Executive Officer of Panchayat Samiti for Panchayat Samiti employees and B.D.O. for Gram Panchayat employees) should take immediate steps for implementation of the schemes so that the retired Panchayat employee may get the benefit early.

Sd/-

Assistant Secretary to the Govt of
West Bengal

No. 40451/VIII/Panch/2P-4/85(Pt. I)

Dated : 26.12.85

From : The Assistant Secretary to the Govt. of West Bengal.

To : The Director of Panchayats, West Bengal.

Sub : **Death-cum-Retirement Benefit Scheme, 1985 for employees of Panchayats.**

Ref : This Deptt. Memo.No. 37657/VIII/Panch dated 5.12.85.

The undersigned is directed to request the Director of Panchayats, West Bengal kindly to take immediate steps so that relevant notice is issued by the concerned Head of offices within 15.1.1986 at the latest to all the existing employees of Panchayat bodies for exercising option in the prescribed form in terms of para 5 of the Death-cum-Retirement Benefit Scheme, 1985.

Sd/-

Assistant Secretary to the Govt of
West Bengal

DCRB related

No.30314/VIII/Panch/2P-4/85

Dated : 30.8.85

From : Shri N. R. Haldar, IAS,
Special Secretary to the Govt. of West Bengal.

To : The Accountant General, West Bengal.

Sub : **Death-cum-Retirement Benefit Scheme, 1985, for employees of Panchayats.**

Sir,

I am directed by order of the Governor to say that the Governor is pleased to sanction introduction of the Death-cum-Retirement Benefit Scheme, 1985, for employees of Panchayats, a copy of which is enclosed.

2. The charge for payment of retirement benefits to the employees of Panchayats shall be met from the grant under the head "314-Community Development (Panchayat)-IV-Other Expenditure-Non Plan-Pension and Retirement Benefits of Panchayat employees" in the State's budget, the opening of which during the current year is hereby sanctioned.

3. The approval of the Accountant General, West Bengal to the opening of the detailed head "Pension and Retirement Benefits of Panchayat employees" under the Major head "314-Community Development (Panchayat)" as stated in para 2 above may kindly be accorded at an early date.

4. I am further directed to say that it has been decided that there shall be a Pension Deposit Account in each Treasury/Sub-Treasury for payment of pensionery benefits to the employees of Panchayat bodies (vide para 59 of the Scheme). In view of the above I am further directed by order of the Governor to say that the Governor is pleased to sanction under S.R. 445 of the Treasury Rules, West Bengal, and the Subsidiary Rules made thereunder, Vol-I, opening of "Pension Deposit Account" in each Treasury/Sub-Treasury during the current year.

5. The Governor is further pleased to direct that the Sub-Divisional Officers shall operate the "Pension Deposit Account" within their respective jurisdiction.

6. This issues with the concurrence of the Finance Deptt. vide ~~their~~ U/O No. 1930-Group J dt. 29.8.85.

Yours faithfully,

Sd/-

Special Secretary to the Govt. of
West Bengal

Government of West Bengal
Department of Panchayats & R.D
Panchayat Wing :: Jessop Building
63, Netaji Subhas Road, Kolkata - 700001.

No. 6862/PN/O/III/2E-53/03

Dated : 27.12.2005

MEMORANDUM

Sub : Comprehensive Forms Booklet for sanction of Retirement Benefits to the Employees of Panchayats under Death-cum-Retirement Benefit Scheme, 1985 for the employees of Panchayats'.

The undersigned is directed to say that preparation of a Booklet containing the relevant paper/forms for convenience of the retired employees of three-tier-Panchayat Raj Bodies was inculcated in the Government of this Department a few years ago.

Now, after careful consideration of all aspects, in order to facilitate the retired employees of three-tire Panchayat Raj Bodies as well as Pension Sanctioning Authorities, the Governor is pleased to publish a "Comprehensive Forms Booklet for sanction of Retirement Benefits to the employees of Panchayats under Death-cum-Retirement Benefit Scheme, 1985".

This Booklet will be helpful to the retired employees of three-tire Panchayat Raj Bodies to provide them different forms/declarations which are required to be filled up during retirement from service under Panchayat Raj Bodies.

Secondly, it will facilitate the work of Pension Sanctioning Authorities to gather all relevant papers required for preparing pension of the retired employees of three-tier Panchayat Raj Bodies inside a single folder.

Thirdly, it will also be helpful to the Directorate of Pension, Provident Fund & Group Insurance, Finance Department, Purta Bhavan (2nd Floor), Salt Lake, Kolkata-700071, for quick disposal of each case and reduction of the number of cases with audit objection from their end for want of relevant papers.

This has concurrence of Finance Department of this Government Pension Branch under their U/O No. 851(F)(Pen) dated 9.11.05.

M. N. Roy
Secretary to the Govt. of West Bengal