

Government of West Bengal
Department of Urban Development and Municipal Affairs
(Municipal Affairs Branch)
NAGARAYAN, 6th Floor,
DF- 8, Sec – I, Salt lake, Kolkata- 700064

No. 253/MA/O/C-4/2P-2/2020

Dated, the 13th day of March, 2020

MEMORANDUM

Sub: Revision of pension / family pension and gratuity of post-01.01.2016 pensioners of Urban Local Bodies except Kolkata Municipal Corporation consequent upon the revision of pay.

The undersigned is directed to state that the question of modification of rules granting pensionary benefits to the employees of Urban Local Bodies except Kolkata Municipal Corporation consequent upon the revision of pay under this Department Resolution No. 1158/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 (for HMC), No. 1159/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 read with amendment Notification No. 78/MA/O/C-4/1R-1/2019 dated 21st day of January, 2020 and Resolution No. 11/MA/O/C-4/1R-4/2019 dated 3rd day of January, 2020 read with amendment Notification No. 115/MA/O/C-4/1R-4/2019 dated 7th day of February, 2020 has been under consideration of the State Government.

After careful consideration of the matter, the Governor has been pleased to decide that the pensionary benefits in respect of the employees of Urban local Bodies except Kolkata Municipal Corporation who retire after coming into force of the revised Pay Matrix under the aforesaid resolutions and whose pay has been fixed under the said resolutions actually or in whose favour such revised pay has been allowed notionally shall be determined as follows:-

A. Pension

- (i) An employee of the Urban local Body retiring in accordance with the provisions of West Bengal Municipal (Employee's Death-cum-Retiring Benefits) Rules, 2003 & HMC (DCRB) Regulation, 1988 and before completion of minimum qualifying service of ten years shall not be entitled to pension, but he shall continue to be entitled to gratuity.
- (ii) Linkage of full pension with 33 years of qualifying service as per Rule 9(2) of West Bengal Municipal (Employee's Death-cum-Retiring Benefits) Rules, 2003 & HMC (DCRB) Regulation, 1988 shall be dispensed with. Once an employee of the Urban local Body has rendered a minimum qualifying service of 20 (twenty) years, pension shall be paid at 50% of the last basic pay drawn. For employees of the Urban local Bodies who at the time of retirement have rendered qualifying service for 10 (ten) years or more but less than 20 (twenty) years, proportionate reduction shall be made while calculating the amount of pension.
- (iii) The existing maximum amount of monthly pension as laid down in Memorandum No. 230/MA/O/C-9/2P-6/2009 dated 09.06.2009 of this Department should be 50% of the maximum pay in the pay matrix of respective ULBs as per ROPA Resolution, 2019 of this Department.
- (iv) The existing minimum amount of monthly pension/family pension of Rs. 3,300/- (Rupees three thousand and three hundred) only as laid down in Memorandum No. 230/MA/O/C-9/2P-6/2009 dated 09.06.2009 of this Department shall be raised to Rs.8500/- (Rupees eight thousand and five hundred) only per month.

(v) **Additional Pension**

The quantum of pension available to the old pensioners shall be increased as indicated in the following table with effect from:

| Age of Pensioners | Additional Quantum of Pension |
|--------------------------------------|-------------------------------|
| From 80 years to less than 85 years | 20% of the basic pension |
| From 85 years to less than 90 years | 30% of the basic pension |
| From 90 years to less than 95 years | 40% of the basic pension |
| From 95 years to less than 100 years | 50% of the basic pension |
| 100 years or more | 100% of the basic pension |

Additional amount of pension will be shown distinctly in the pension payment order (PPO).

The Pension Sanctioning Authority shall ensure that the date of birth and the age of pensioner is invariably indicated in the Single Comprehensive Form to facilitate the Director of Pension, Provident Fund and Group Insurance, West Bengal to record the same in the Pension Payment Order (P.P.O.) to be issued in favour of the pensioners for payment of additional pension by the Pension Disbursing Authority as soon as it becomes due. The amount of additional pension will be shown distinctly in the P.P.O.

B. Family Pension

- (i) Family pension shall be calculated 30% of the basic pay drawn last actually or notionally under Resolution No. 1158/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 (for HMC), Resolution No. 1159/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 read with amendment Notification No. 78/MA/O/C-4/1R-1/2019 dated 21st day of January, 2020 and Resolution No. 11/MA/O/C-4/1R-4/2019 dated 3rd day of January, 2020 read with amendment Notification No. 115/MA/O/C-4/1R-4/2019 dated 7th day of February, 2020. The maximum ceiling of family pension as laid down in Memorandum No. 230/MA/O/C-9/2P-6/2009 dated 09.06.2009 of this Department shall be 30% of the maximum pay in the pay matrix of the above mentioned ROPA Resolution, 2019 respectively per month at normal rate. However, the existing provision for calculation of family pension at enhanced rate for a specific period will continue.

(ii) **Additional Family Pension**

In addition to the family Pension calculated in Para (i) above, the quantum of family pension available to the old Family Pensioners shall be increased with effect from 01.01.2016 to 31.12.2019 notionally and with actual effect from 01.01.2020 as indicated in the following table with effect from:

| Age of Pensioners | Additional Quantum of Pension |
|--------------------------------------|----------------------------------|
| From 80 years to less than 85 years | 20% of the basic family pension |
| From 85 years to less than 90 years | 30% of the basic family pension |
| From 90 years to less than 95 years | 40% of the basic family pension |
| From 95 years to less than 100 years | 50% of the basic family pension |
| 100 years or more | 100% of the basic family pension |

Additional amount of pension will be shown distinctly in the pension payment order (PPO).

C. Gratuity

The maximum amount of Death/Retiring gratuity of Rs. 3, 65,000/- (Rupees three lakh sixty five thousand) only as laid down in Memorandum No. 230/MA/O/C-9/2P-6/2009 dated 09.06.2009 of this Department shall be raised to Rs. 7,30,000/- (Rupees Seven lakh thirty thousand) only.

| Length of Qualifying Service | Rate of death Gratuity |
|---|--|
| Less than 1 (one) year | 2 times of last drawn monthly emoluments |
| 1 (one) year or more but less than 5 (five) years | 6 times of last drawn monthly emoluments |
| 5 (five) years or more but less than 11 (eleven) years | 12 times of last drawn monthly emoluments |
| 11 (eleven) years or more but less than 20 (twenty) years | 20 times of last drawn monthly emoluments |
| 20 (twenty) years or more | Half of the last drawn monthly emoluments for every completed six monthly period of qualifying service subject to a maximum of 33 times of last drawn monthly emoluments |

D. Regulation of the cases of pensioners/family pensioners during the period from 01.01.2016 to 31.12.2019

- (i) Employees of the Urban Local Bodies who retired during the period from 01.01.2016 to 31.12.2019 are also entitled to have their pensionary benefits revised notionally on the basis of revised pay fixed notionally in terms of this Department Resolution No. 1158/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 (for HMC), Resolution No. 1159/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 read with amendment Notification No. 78/MA/O/C-4/1R-1/2019 dated 21st day of January, 2020 and Resolution No. 11/MA/O/C-4/1R-4/2019 dated 3rd day of January, 2020 read with amendment Notification No. 115/MA/O/C-4/1R-4/2019 dated 7th day of February, 2020 for the period prior to 01.01.2020.

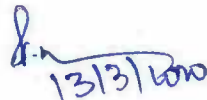
They shall not get any arrears representing the difference between revised pension and existing pension for the period upto 31.12.2019. They shall continue to draw the existing amount of pension which was fixed without taking into account the benefit of notional fixation of pay upto 31.12.2019. They shall get actual payment of revised pensionary benefits i.e. pension, death/retiring gratuity and family pension arrived at on the basis of emolument allowed notionally as a specific case. In their cases pensionary benefits shall be calculated on the basis of notional pay fixed under this Department Resolution No. 1158/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 (for HMC), Resolution No. 1159/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 read with amendment Notification No. 78/MA/O/C-4/1R-1/2019 dated 21st day of January, 2020 and Resolution No. 11/MA/O/C-4/1R-4/2019 dated 3rd day of January, 2020 read with amendment Notification No. 115/MA/O/C-4/1R-4/2019 dated 7th day of February, 2020 and also on the basis of certificate of notional emoluments (in lieu of pay Certificate) to be issued by the respective Pension Sanctioning Authority on the date of retirement/death based on initial notional pay, as a special case and in relaxation of normal rules.

- (ii) The Director of Pension, Provident Fund and Group Insurance, West Bengal will issue authority for payment of revised pensionary benefits with effect from 01.01.2020 onwards on the basis of certificate of notional emoluments as stated above without insisting on issuing of pay certificate. The Pension Sanctioning Authority will prepare pension papers in these cases as usual on the basis of notional emoluments and submit the same to the Director of Pension, Provident Fund and Group Insurance, West Bengal for issue of authority for payment of the pensionary benefits at the revised rate as stated.

- (iii) The amount of gratuity, if any, paid earlier in respect of employees of this category according to the rules prevailing at the material time will be adjusted against the revised gratuity calculated on the basis of notional emoluments now authorized by the Director of Pension, Provident Fund and Group Insurance, West Bengal on the basis of this order.
- (iv) In the cases of Pensioners who are otherwise eligible to have their pay fixed notionally under this Department Resolution No. 1158/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 (for HMC), Resolution No. 1159/MA/O/C-4/1R-1/2019 dated 26th day of December, 2019 read with amendment Notification No. 78/MA/O/C-4/1R-1/2019 dated 21st day of January, 2020 and Resolution No. 11/MA/O/C-4/1R-4/2019 dated 3rd day of January, 2020 read with amendment Notification No. 115/MA/O/C-4/1R-4/2019 dated 7th day of February, 2020 and who died on any date before or after being eligible to get actual payment of revised pension and gratuity determined on the basis of notional emoluments, pension/family pension and gratuity in respect of them shall also be determined as stated above and Life-time Arrear of such benefits with effect from 01.01.2020 shall be paid to the nominee(s)/legal heir(s)/family members as usual after adjustment of the amount already paid on this account earlier.

The relevant rules in the West Bengal Municipal (Employee's Death-cum-Retiring benefits) Rules, 2003 and relevant regulations in the HMC (DCRB) Regulation, 1988 shall be deemed to have been amended to the extent indicated in these orders. Formal amendments to the said rules will be made in due course.

This order issues with the concurrence of Finance Department vide their U.O. No. Gr. – P1/2019-202/0428 dated 03.03.2020 read with U.O. No.29 F(Pen) dated 03.03.2020 of Finance Department Pension Branch.


13/3/2020

Joint Secretary to the Govt. of West Bengal

ANNEXURE – I

Application for revision of pension/family pension and gratuity

1. (a) Name of the pensioner :
/ family
Pensioner (in
block letters)

Name of deceased employee :
- (b)
in case of family pensioners
- (c) Relationship in case of family pensioners :
2. Residential address with PIN Code ((in block :
letters)
3. Date of birth of the pensioner :
/family pensioner
4. (a) Date of retirement of the pensioner :

(b) Date of death of employees :
(in case of family pensioners)
5. No. and date of Pension Payment Order :
6. Amount of pension/ family pension :
Sanctioned
7. Amount of portion of pension commuted :
8. Amount of gratuity/death gratuity Sanctioned :
9. Designation of the post held at the time of retirement:
10. Name of the urban local body with address and the :
department from which retired
11. Band Pay Scale and Grade Pay of the post :
held at the time of retirement

12. Name of the Treasury and/ or Bank from which the pension is being drawn :

13. (a) Name of the bank with address :

(b) Branch Code No. :

(c) Present Account No. :

(d) IFSC Code :

(e) MICR Code :

:

The copy of Pension Payment Order (self attested) along with a copy of cancelled cheque is enclosed.

Date :

Signature of employee/ Family Pensioner

P.P.O. No.

Sanction of revised pension and gratuity

1. Name of the pensioner :
2. Pay Band & Grade Pay at the time of retirement :
3. Last Basic Pay (Band Pay + Grade Pay) :
4. Date from which option was made for coming to revised structure of pay :
5. Amount arrived at by multiplying the basic pay drawn on 31.12.15 (if option was made for revised pay from 1.1.16) **by 2.57** and rounding off to nearest rupee : Amount stands at Rs... .. on 01.01.2016
6. Amount arrived at by multiplying the basic pay drawn on the date of option (if option was made for revised pay other than from 1.1.16) **by 2.57** and rounding off to nearest rupee : Amount stands at Rs..... on
7. Revised Pay fixed as per Memo No dtd. :
8. Amount of Revised pension from 1.1.2020 :
9. Gratuity admissible :
10. Gratuity already drawn :
11. Balance Gratuity sanctioned (9–10) :

Pension Sanctioning Authority

Sanction of revised family pension / death gratuity

1. Name of the applicant (in block letters) :
2. Address with pin code :
3. Name of the deceased employee :
4. Date of death :
5. Relationship with the deceased Employee. :
6. No. and date of Pension Payment Order :
7. Pay fixed under Note 2 below para 5 of the resolution on the date immediately before the date ,the Govt. employee expired :
8. Amount of death gratuity already sanctioned :
9. Family pension revised from 01.01.2020 :
10. Amount of death gratuity admissible :
11. Balance amount of death gratuity sanctioned :

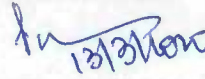
Pension sanctioning authority

No.253 /1(124)/MA/O/C-4/2P-2/2020

Dated, the 13th day of March, 2020

Copy forwarded for information and necessary action to the -

1. Chairman/ Chairperson/ Administrator, Municipality/ Notified Area Authorities.
P.O., Dist.
2. Commissioner, Howrah/Asansol/Durgapur/Siliguri/Chandernagore/Bidhannagar Municipal Corporation.
P.O., Dist.



Joint Secretary to the Government of West Bengal

No. 253 /2(250)/MA/O/C-4/2P-2/2020

Dated, the 13th day of March, 2020

Copy forwarded for information and necessary action to the -

1. District Magistrate,....., P.O.,, Dist.
2. Commissioner, Division, P.O.,, Dist.
3. Principal Accountant General (A&E), West Bengal, Treasury Building, Kolkata-700001.
4. Examiner of Local Accounts, 4, Brabourne Road, Kolkata – 700001.
5. Director of Local Bodies, West Bengal, Pura Prashasan Bhavan, DD-1, Sec - I, Salt Lake, Kol-64.
6. Commissioner, Department of Urban Development and Municipal Affairs.
7. Director of pension, Provident Fund & Group Insurance, Govt. of West Bengal, Purta Bhavan (2nd Floor), Salt Lake, Kolkata-91.
8. Financial Advisor, Department of Urban Development and Municipal Affairs.
9. Executive Officer.....Municipality/Notified Area Authorities.
10. Finance Department (Group-P1)/Pension Branch, Govt. of West Bengal, Nabanna, Howrah – 711102.
11. Kolkata Pay and Accounts – I/II/III, Kolkata.
12. Private Secretary to the Hon'ble Minister-in-Charge of this Department.
13. Sr. P.A. to Principal Secretary of this Department.
14. Section Officer, Budget/LSG Wings of this Department.
15. Section Officer, IT & e-Governance Cell of this Department.

He is requested to upload the same in the departmental website.



Joint Secretary to the Govt. of West Bengal