



No. CIA/Pension Audit/2008-2009

Dated: 25.11.2008

**AUDIT CIRCULAR**

**Sub: - Pension – Revision of pension and allied benefits to the pensioners of KSE Board – Audit Circular issued - reg: -**

- Ref: -**
1. B.O (FB) No. 2748/2008 (PS!/1428/2007) dated:11.11.08
  2. B.O (FB) No. 2354/2008/PSI/1428/2007 dated:24-9-08.
  3. G.O (MS) No 30/2008/PD dated: 29-8-2008.
  4. G.O (MS) No. 32/2008/PD dated: 3-9-2008.
  5. B.O 461/2001/PSI/3141/2000 dated: 23-2-2001.
  6. G.O (P) No. 253/2006/Fin dated: 8-6-2006.
  7. B.O (FB) No. 628/2007 PSI/101/2006 dated: 19-3-2007.
  8. B.O (FM) No. 2075/2007 (PSI/OPR/2007) dated: 12.9.2007  
(Pay revision of officers – 2007)
  9. G.O (MS) No.44/2008/PD Dated. 4-11-2008
  10. B.O (FB) No.1771/2008 (PS 1/101/2006 Part II) dated  
17.07.2008.
  11. No. PSI (A) Gratuity/5256/2008/1366 dated 17.11.08 of  
the Secretary K.S.E.Board.
  12. No.Tender II/267/2008 dtd.11.11.2008 of FA, KSEB.
  13. No.FA/Genl/Pension Audit Circular/2008/21.11.08 of FA,  
KSE Board.
  14. Orders of FTM on this office Note No.CIA/Pension Audit/  
08-09 dtd.24.11.2008.

**1. Introduction.**

The Board, vide order (FB) No.2748/2008 (PS I/1428/2007) dated 11.11.08,has revised the rates of Pension and other related benefits to the Pensioners/ family pensioners, based on the Government Order under reference (3) & (9). The following instructions/ guide lines are issued for revision of Pensionary benefits to the Pensioners/Family Pensioners of the Board in accordance with the provisions of the said Board Order

**2. Date of Effect.**

The revision of Pension/Family pension and allied benefits will have effect from 1.7.2003/1.8.2003 for officers and workmen respectively, unless other wise specified else where in this circular.

Note: As per orders of FTM on this office note even number dated: 24.11.08, the dates mentioned in para 3.2 (a), 4.2 (a) and 10.2 (a) of the Board Order dated: 11.11.08 has been changed as 1.7.2003 and 1.8.2003.

### 3. Service Pension-Rate, Minimum and Ceiling.

3-1 The present system of computation of pension at 50% of ten months average emoluments in all cases subject to the satisfaction of conditions for earning full pension or part there of will continue.

3-2 For computing ten months emoluments for the purpose of average emoluments for pension, in respect of Officers/Workmen who retired from service on or after 31.7.2003/ 31.8.2003 (as the case may be) and who, during part of the said period of 10 months, drew pay in the pre-revised scale, their pay in the pre-revised scale will be enhanced notionally by adding the applicable DA on the pre-revised pay for each of the above said ten months. If any drop in existing pension occurs, such drop shall be treated as personal allowance not to be absorbed in future increase in Dearness Relief. (See illustration No. 11 & 12 of the audit circular)

### 3-3 Minimum and Maximum of Ceiling of pension after pay revision/ Pension revision.

The minimum and maximum pension will be enhanced based on the revised pay/pension as follows:

	Existing	Revised	Date of effect	Reference
(i) <u>For Officers</u>				
Minimum	1275	2400	1.08.2003	Para 1.1 of BO dated 11.11.2008
Maximum	9950	16875	1.07.2003	
(ii) <u>For Workmen</u>				
Minimum	1275	2400	1.8.2003	Para 1.1 of BO dated 11.11.2008
Maximum	9950	16875	1.08.2003	

### 4. Family Pension-Rate - Minimum and ceiling.

	Existing	Revised	Date of effect	Reference
<b>(i) For Officers</b>				
Minimum	1275	2400	1.08.2003	Para 4.2 (d) of BO dated 11.11.2008
Maximum	5970	10125	1.07.2003	Para 4.2(g) of BO dated 11.11.2008
<b>(ii) For Workmen</b>				
Minimum	1275	2400	1.08.2003	Para 4.2(d) of BO dated 11.11.2008
Maximum	5970	10125	1.08.2003	Para 4.2(g) of BO dated 11.11.2008

**5. REVISION OF PENSION/FAMILY PENSION IN RESPECT OF OFFICERS WHO RETIRED/EXPIRED WHILE IN SERVICE ON OR AFTER 1-7-2003 AND WORKMEN WHO RETIRED/EXPIRED WHILE IN SERVICE ON OR AFTER 1-8-2003.**

5-1 Pensionary benefits will be calculated with reference to the revised pay introduced with effect from 1-7-03/1-8-03 (officers/Workmen) as per para 2 of the Board Order dated 11.11.2008.

5-2 D.R On the revised pension/family pension is admissible at the rate indicated in Para 5-1 of the Board Order dated 11.11.2008.

Note 1 - *Protected Amount as per clause 14 of the long term settlement dated 28-2-07 and BO (FB) No. 2410/2007 (PSI/101/2006) dated 24.10.2007 will not be reckoned for computation of pension.*

2 *The drop in pay made good as per the Board Order (FB) No.1771/2008 (PSI/101/2006 Part II) dated 17.07.2008 will be reckoned for computation of pensionary benefits*

**6 REVISION OF PENSION IN RESPECT OF OFFICERS WHO RETIRED/EXPIRED PRIOR TO 1-7-2003 AND WORKMEN WHO RETIRED/EXPIRED PRIOR TO 1-8-2003 (Para 3.2 (a) of the Board Order dt: 11.11.2008).**

6-1 Pension in respect of officers/workmen shall be revised with effect from 1-7-2003 and 1-8-2003 respectively as follows.

- (a) Add the following components to the Existing Basic pension as on 1-7-2003/1.8.2003 as the case may be.
- (i) Fitment benefit of 6% (subject to a minimum of Rs 200) of the existing basic pension. If it involves fraction of a rupee, it shall be rounded off to the next higher rupee (clause 3.2 (c) of Board Order dated 11.11.2008).
- (ii) 59% of Existing Basic Pension as on 1.7.2003/1.8.2003 rounded off to the next higher rupee.
- (b) The total amount arrived at as per para 6.1 (a) will be the revised Basic pension as on 1.7.03/1.8.03, as the case may be (see illustration No.1)
- 6-2 While arriving revised basic pension as per Para 6.1. (a) above, a minimum benefit of Rs. 200/- over the basic pension plus merged DR @ 59% shall be ensured (see illustration No.2 of the audit circular).
- 6-3 If, in any case, the amount so arrived at is less than the revised minimum pension (Rs. 2,400/- it shall be enhanced to the level of the revised minimum pension with effect from 01.08.2003(See Para 3-2 (d) the B O dated 11.11.2008 (see illustration No.1).
- 6-4 Dearness relief on the revised pension is admissible at the rate indicated in Para 5-1 of Board Order dated 11.11.2008.
- 6-5 Revised Pension as per Para 6-1-(b) above is not commutable (See Para 3-4 of the B O dated 11.11.2008).

7 **REVISION OF FAMILY PENSION IN RESPECT OF OFFICERS WHO RETIRED/EXPIRED WHILE IN SERVICE PRIOR TO 1-7-2003 AND WORKMEN WHO RETIRED/EXPIRED WHILE IN SERVICE PRIOR TO 1-8-2003 (Para 4.2 (a) of the Board Order dated 11.11.2008).**

7-1 Family Pension in respect of officers/workmen shall be revised with effect from 1-7-2003 and 1-8-2003 respectively, as follows:

- (a) Add the following components to the Existing Basic family Pension as on 1.7.2003/1.8.2003 as the case may be.
- (i) Fitment benefit of 6% of the Existing Basic Family Pension as on 1.7.2003/1.8.2003 If it involves fraction of a rupee, it shall be rounded off to the next higher rupee.
- (ii) 59% of the existing Basic Family Pension as on 1.7.03/1.8.03 rounded off to the next higher rupee.
- (b) The total amount arrived at as per para 7-1 (a) above will be the revised family pension as on 1.7.03/1.8.03 as the case may be. (See illustration).

7-2 While arriving at the revised basic family pension as indicated in para 7-1 (a) above, a minimum benefit of Rs. 200/- over the existing basic family pension plus merged D.R @ 59% shall be ensured (Para 4-2 (e) of the B O dated 11.11.2008 and see illustration No.4).

(The revision as above is applicable to both normal and higher rates of Family Pension (See para 4-2 (c) of the B O dated 11.11.2008).

7-3 The minimum family pension shall be stepped up to Rs. 2400/- with effect from 1.8.2003 (Para 4.2 (d) of the BO dated 11.11.2008 and the maximum shall be Rs.10125/- with effect from 01.07.2003/1.8.2003. as the case may be. (Para 4.2 (g) of the Board Order dated 11.11.2008).

7-4 Dearness relief on the revised pension is admissible at the rate indicated in Para 5-1 of Board Order dated 11.11.2008.

7-5 Higher rate of family pension will be calculated as per para 4.2 (f) of the Board Order dated 11.11.2008.

## **8. Ceiling on Death Cum-Retirement Gratuity (DCRG).**

The ceiling on the maximum amount of DCRG will be raised from Rs. 2,80,000/- to Rs. 3,30,000 to those who retired on or after 1-8-2006. Those who retired before 1-8-2006 are eligible only for DCRG amount limited to Rs.2.80 lakhs only. All other conditions governing payment of DCRG shall remain unchanged (See para 6-1 of the B O dated 11.11.2008).

**8.1** In the case of pensioners who retired from 05/94 onwards and who had filed cases or joined as a party in petitions filed against the Board for payment of gratuity under gratuity Act 1972, the ARU heads of Pension Payment units shall recover the gratuity paid by the Labour court/any Courts/any Fora (as the case may be), in excess over the admissible amount, from the arrears of pensionary benefits of concerned pensioners/family pensioners. For this, details of petitioners and payment made shall be collected from the Nodal Officers, who had conducted the gratuity cases on behalf of the Board by the Personnel Department. In all other cases a declaration to the effect that no excess amount over and above the DCRG applicable as per rules of the Board has been received shall be obtained in the form shown in APPENDIX. IV from the pensioners/family pensioners. As such, APPENDIX IV is compulsorily to be obtained from all pensioners/family pensioners.

**8.2** In the case of pensioners who had retired from 5/94 onwards and filed a case/Joined as a party in petitions filed against the Board under Gratuity Act 1972, the arrears of pensionary benefits due to such pensioners/family pensioners consequent on the revision of pension/family pension vide Board Order dated 11.11.2008, shall be disbursed only after the final disposal of the case by the courts/concerned authority and also after adjusting payments already received.

**9. Commutation of Pension and restoration of Commuted Portion of Pension.**

**9-1** The existing rate of 1/3<sup>rd</sup> of the Basic Pension for commutation of Pension will be enhanced to 40% of the pension based on the revised pay, in the case of retirement on or after 01.09.2007 (para 6.1 of B.O dated 11.11.08).

**9-2** Those who retired from 01.07.2003 to 31.08.2007 are entitled to commute only 1/3<sup>rd</sup> of the pension admissible on the pre- revised pay and they are not entitled to commute 1/3<sup>rd</sup> of the pension admissible on the revised pay. In the case of commutation, already settled cases

prior to the date of Board Order (11.11.2008) will not be reopened. In case of retirement on or after 1.9.2007 the eligible commutation is 40% unless the cases are already settled.

- 9-3 Commuted portion shall be restored after 12 years from the date of commutation, as it exists now in cases where commutation is done at retirement at the age of 55. In other cases, the turn for restoration will be determined with reference to the commutation factor (rounded) adopted in each case, as at present.

**10 Medical Allowance to pensioners and family pensioners.**

Medical Allowance at the rate of Rs. 100/- per month will be paid to pensioners and family pensioners with effect from 1-9-2007 irrespective of their age (Para 8 of the B O dated 11.11.2008).

**11. EXGRATIA PENSIONERS.**

- 11-1 The Board has introduced Ex-gratia pension scheme to its employees with effect from 1.11.2003 as per B.O. (CM) No. 2027/ 2003 (Estt.VIII/7004/2003) dated : 9.12.2003. They are eligible for revised pension with effect from 01.11.2003. The consolidated amount will be sanctioned to all ex-gratia pensioners as follows.

Completed year of qualifying service.	Consolidated Amount (Rs. Per month)	
	Existing	Revised
9 years	1148	2160
8 years	1070	1920
7 years	893	1680
6 years	765	1440
5 years	638	1200
4 years	510	960
3 years & below	400	720

- 11.2 Ex-gratia pensioners are not entitled to DR on Ex-gratia Pension ( para 9.1 of the B O dated 11.11.2008).

- 11.3 The present system of sanctioning ex-gratia pension

scheme shall continue, as at present.

## **12. Part Time Contingent Pensioners**

**12.1 Pension/Family Pension in respect of part time contingent employees who retired/expired prior to 1-8-2003 is revised with effect from 1-8-2003 as shown below (Para 10.2 (a) of the Board Order dated: 11.11.2008).**

- (a) Add the following components to the Existing basic pension as on 1.8.2003:-
- (i) Fitment benefit of 6% (subject to minimum of Rs. 125) of the existing basic pension/family pension (Para 10.3. of the Board Order dated 11.11.2008). If it involves fraction of a rupee, it shall be rounded off to the next higher rupee.
  - (ii) 59% of the existing Basic pension/Family pension as on 1.8.2003 as rounded off to the next higher rupee.
- (b) The total of the figures under Para 12 (a) will be the revised Pension/Family Pension as on 01.08.2003 (See illustration No.8)
- (12.2) While arriving the minimum revised pension a minimum benefit of Rs. 125/- shall be ensured (see illustration No.9).
- (12.3) Revised minimum pension will be Rs. 800/-
- (12.4) Revised minimum family pension will be Rs. 700/-
- (12.5) Revised maximum pension will be Rs. 1500/-
- (12.6) Revised maximum family pension will be Rs. 1200/-
- (12.7) D.R. will be paid at the rate shown in Para – 10-4 (b) the Board Order dated 11.11.2008.

## **13. Revision of pension/family pension in respect of part-time contingent employees who retired on or after 1-8-2003.**

13.1. Pensionary/family pensionary benefit will be calculated with reference to the revised pay introduced with effect from 1-8-2003. The revised



Basic Pension should be subject to the minimum and maximum as shown in Para 10-4 (a) of the Board Order dated 11.11. 2008.

	Existing	Revised
Part Time Contingent Pensioners	Rs.	Rs.
Minimum	425	800
Maximum	850	1500
Part Time Contingent family pensioners		
Minimum	375	700
Maximum	575	1200

2. D.R. will be paid at the rate shown in Para – 10-4 (b) of the Board Order dated 11.11.2008.

14. Invalid pension of part time contingent employees is enhanced to the minimum of part time family pension as shown in Para 10.5 (a) of the Board order dated 11.11.2008, with effect from 1.8.2003 as follows.

	Existing	Revised
Invalid Pension	Rs. 375	Rs. 700

15. **Gratuity (PTC Pensioners)**

*Date of effect 1.8.2006.*

Gratuity will be paid to part time contingent employees @ ½ month basic pay last drawn for every completed year of service, subject to a maximum of 16 ½ times of basic pay, as at present with DA as on the date of retirement (Para 10.6 of the B.O dated:11.11.2008).

16. **Mode of Payment of arrears.**

The arrears on account of Pension/ Family Pension and other pensionary benefits shall be disbursed in cash as detailed bellow:

*For this purpose, Pensioners shall be grouped in to two categories. i.e*

**Group I**

- (a) Workmen/Officers who retired/expired prior to 1.8.2003/1.7.2003 as the case may be.
- (b) All PTC pensioners, Ex-gratia Pensioners and invalid pensioners.

## **Group II**

**Workmen/Officers who retired/expired after 1.8.03/1.7.03**

- 16(1) The arrears of Pensionary benefits in respect of Group I shall become due one month after the date of fixation of the Revised Pension/ Family Pension and paid in lump.
- 16 (2) The arrears of Service Pension/ Family Pension in respect of Group-II shall become due after 3 months from the date of fixation of revised Pension/Family Pension and paid in lump.
- 16 (3) Arrears of DCRG in respect of Group II shall become due after six months from the date of fixation of revised pension/ Family pension and paid in lump.

## **17. Authorization of Revised Pensionary claims.**

- 17-1 For those who have retired prior to 1.7.03/ 1.8.2003 the sanction accorded while settling the original claims will be considered as prior sanction. No fresh sanction is necessary. The ARU head of the pension payment unit shall obtain necessary declaration in appendix III and IV of the audit circular and written request in the form as appendix II from the pensioners /family pensioners and authorize revised pension for payment.
- 17.2 In the case of pension requiring revision on the basis of fixation of pay in the revised scale of pay, pay fixation statement, revised LPC, application for revision of pension (Appendix V), declaration in form given in appendix III & IV etc may be forwarded to Accounts Officer (pension sanction), office of the Chief Engineer (HRM), Vidyuthi Bhavanam, Thiruvananthapuram along with Service Book for sanctioning the revised pension. Necessary authorization may be obtained from the Accounts Officer (Pension Authorization) office of the Chief Engineer (HRM) before effecting payment.
- 17.3 Excess, if any, on account of revision of pensionary benefits shall be recovered from the balance of DCRG, arrears of pension, arrears of dearness relief and future increase in dearness relief on pension.
- 17.4 The Pension Sanctioning Authority shall ensure that under no circumstances pension and salary are paid for the same month

to a person due to wrong interpretation of any clause.

**Senior Accounts Officer (Audit)  
in charge of CIA.**

To:

The Secretary, KSE Board.  
The Chief Engineer (HRM) KSE Board.  
The Financial Adviser, KSE Board.  
All Chief Engineers (Ele) & (Civil)/Chief Personnel Officer  
IG of Police (V&S)/LA & DEO/Special Officer (Revenue)  
Dy.Secretary (Admn.) & (Law)/PRO  
All Dy.Chief Engineers  
All Executive Engineers of (Ele) & (Civil)  
All Regional Audit Officers  
AG (Audit) Kerala.  
All Account Rendering Units  
The General Secretaries of Recognised Trade Unions

Copy to:

PA to Chairman/Member (Fin)/Member (Dis.)/Chief of Generation.

**Annexure - 1**

**Dearness Relief on revised pension/family pension.**

<b>Date of effect</b>	<b>Percentage increase of D.R</b>	<b>Revised Dearness Relief.</b>
<b>From 1-07-2003</b>	<b>NIL</b>	<b>NIL</b>
<b>From 01-01-2004</b>	<b>2% of Pension</b>	<b>2% of Pension</b>
<b>From 1-7-2004</b>	<b>3% of Pension</b>	<b>5% of Pension</b>
<b>From 1-01-2005</b>	<b>3% of Pension</b>	<b>8% of Pension</b>
<b>From 1-07-2005</b>	<b>4% of Pension</b>	<b>12% of Pension</b>
<b>From 01-01-2006</b>	<b>3% of Pension</b>	<b>15% of Pension</b>
<b>From 1-07-2006</b>	<b>5% of Pension</b>	<b>20% of Pension</b>
<b>From 1-1-2007</b>	<b>6% of Pension</b>	<b>26% of Pension</b>
<b>From 1-07-2007</b>	<b>6% of Pension</b>	<b>32% of Pension</b>

<b>From 1.1.2008</b>	<b>6% of Pension</b>	<b>38% of Pension</b>
----------------------	----------------------	-----------------------

**APPENDIX - I**

**STATEMENT OF FIXATION OF PENSION/FAMILY PENSION IN RESPECT OF OFFICERS  
WHO RETIRED/EXPIRED PRIOR TO 01.07.2003 AND WORKMEN WHO  
RETIRED/EXPIRED PRIOR TO 01.08.2003.**

(As per Board Order (FB) No. 2748/2008 (PSI/1428/2007)  
dated: Thiruvananthapuram 11.11.08)

1. Name of Pensioners/Family Pensioner  
With present address :  
(In the case of Family Pensioner Name  
of the deceased employee may also be :  
noted)
2. PPO No. :
3. Designation of the employee at the time  
of retirement/expiry. :
4. Office from which retired :
5. Date of retirement/expiry while in service :
6. Date of expiry, in case if expiry is after  
retirement.
7. Total Qualifying Service. :
8. Scale of pay post held at the time of  
retirement/expiry :
9. Amount of Pension/Family Pension  
Pension as on 1.7.2003/1.8.2003. : Pension Family pension.  
Higher Normal rate  
rate upto thereafter
10. Existing Pension/Family Pension  
as on 1.7.03 /1.8.2003 :
11. Fitment Benefit 6% of Basic  
Pension/Family Pension :
12. DR at 59% of Basic  
Pension/Family Pension :
13. Revised Pension provisionally  
arrived at (Total of 10 to 12) : (i) (ii) (iii)
14. Revised final pension with

effect from 01.07.2003/01.08.2003 :  
(Please see note (1) below)

15. Fixation of Family Pension :  
(a) Higher Rate of family pension  
arrived at 13 (ii) : Rs.....  
Limit the amount to the amount of pension  
at 14 above

(b) Normal Rate  
The amount of family pension arrived at 13 (iii) : Rs.....  
(Please see note (2) below)

16. Remarks

Signature of Authorized Officer

Place:

Date:

Note

(1) Compare the pension arrived at column No. 13, with the total existing pension at columns (10) above and 59% DR thereon, If the difference between the two sums is less than Rs. 200/- the amount which falls short of Rs. 200, may be added to pension at Column No. (13), above. This may be shown as final pension as on 01.07.2003/01.08.2003 at column No. (14).

(2) Compare the amount of family pension arrived at Column No. 15 (a) and 15 (b) (HR & NR) with the total existing family pension at Column (10) above and 59% DR thereon. If the difference between the two sums separately for higher rate and normal rate is less than Rs. 200, the amount, which falls short of Rs. 200/- may be added to the family pension at column No. 15 (b) above. This will be the final rate of family pension on 01.07.2003/01.08.2003.

**APPENDIX - II**

Form of application for revision of pension/family pension or both as per B.O. No. (FB) No. 2748/2008 (PSI/1428/2007) dated: TVM. 11.11.2008 in respect of retirement/expiry prior to 01.07.2003/1.8.2003 but whose date of superannuation was prior to 01.07.2003/1.8.2003.

To

The Disbursing Officer

.....

Sir,

Kindly revise my pension/family pension/the pension of late Shri/Smt.....(in the case of deceased pensioner) as contemplated in B.O (F B) No. 2748/2008 (PSI/1428/2007) dated. TVM 11.11.08.

The details in respect of my/his/her PPO are given below. (Strike out inapplicable clauses)

1. Name of Pensioner/Family Pensioner (in :  
the case of Family Pensioner, the name  
of Board employee also to be given).
2. Designation :
3. Office from which retired :
4. Date of retirement/expiry in service :
5. Date of expiry in the case of expiry after :  
retirement
6. PPO No. :
7. Name of Pension Disbursing Officer :
8. Date of commencement of pension/  
family pension
9. Present address of the :  
Pensioner/Family Pensioner  
[Declaration(Appendix IV of the Audit Circular) as specified in Para  
8.1 of the audit circular is also enclosed.]

**DECLARATION**

**( See APPENDIX III)**

I.....(Name of Pensioner/Family Pensioner) do hereby declare that I agree to recover the excess, if any, paid to me on account of revision of pensionary benefits as per B.O (FB) No. 2748/2008 (PSI/1428/2007) dated: Thiruvananthapuram 11.11.2008 from the balance of DCRG, arrears of pension, arrears of dearness relief and or future relief of pension payable to me.

**Signature of Pensioner/Family Pensioner/  
Nominee/Legal heirs...**

**Place:**

**Date:**



AJ

## **APPENDIX III**

### **DECLARATION**

I.....(Name of Pensioner/Family Pensioner) do hereby declare that I agree to recover the excess, if any, paid to me on account of revision of pensionery benefits as per B.O (FB) No. 2748/2008 (PSI/1428/2007) dated: Thiruvananthapuram 11.11.2008 from the balance of DCRG, arrears of pension, arrears of dearness relief and or future relief of pension payable to me.

**Signature of Pensioner/Family Pensioner/  
Nominee/Legal heirs...**

**Place:**

**Date:**

**APPENDIX IV**

**DECLARATION**

(Board Order (FB) No. 2748/2008 (PSI/1428/2007)  
Dated: TVPM 11.11.2008)

(Also see Para 8.1 of the Audit Circular).

- (1) I----- (Name of the pensioner/Family pensioner) hereby declare that I have neither filed any case nor joined with any other party against the Board regarding gratuity as per the GRATUITY ACT 1972. I have not received any amount towards gratuity from the District Labour Officer or The Regional Joint Labour Commissioner or any other authority
- (2) I----- (Name of the pensioner/Family pensioner) have filed a case/joined as a party in a case against the board vide W.P/OP No.----- dated at the ----- court to obtain gratuity as per Gratuity Act 1972.
- (3) I have already received an amount of Rs. -----on ----- through District Labour Officer/ any other authority (name of the authority) vide letter No. ----- dated -----
- (4) I here by authorize the Board to recover the excess amount received by me over and above the gratuity applicable as per the prevailing rules and regulations of the board with applicable interest, directly from the arrears of pensionery benefits as ordered vide board order cited.

The Statement made by me above is true, and I have understood the implication.

Signature of Pensioner/Family  
Pensioner/Nominee/Legal heirs.

Place:

Date:

[Note: Strike out which ever is not applicable ie (1), (2) or (3)]

**APPENDIX - V**

**FORMAL APPLICATION FOR REVISION OF PENSION**

(Pensioners who retired on or after 31.7.03/30.8.03)

From

To

The Accounts Officer (Pension Sanction)  
O/o the Chief Engineer (HRM)  
Vydyuthi Bhavanam, Pattom, K.S.E. Board,  
Thiruvananthapuram.

Sir,

**Sub: - Application for revision of Pension.**

**Ref: - B.O. (FB) No. 2748/2008 (PSI/1428/2007)  
dated: Thiruvananthapuram 11.11.08**

I retired from service with, effect from .....  
I request that steps may be taken to revise the pension and gratuity as per reference cited.

A declaration as in Appendix IV of the Audit Circular is also enclosed.

**DECLARATION**

( See APPENDIX III)

I.....(Name of Pensioner/Family Pensioner) do hereby declare that I agree to recover the excess, if any, paid to me on account of revision of pensionary benefits as per B.O (FB) No. 2748/2008 (PSI/1428/2007) dated: Thiruvananthapuram 11.11.2008 from the balance of DCRG, arrears of pension, arrears of dearness relief and or future relief of pension payable to me.

Yours faithfully,

Place:

Dated:

(Signature of the applicant with date)

AJ.

### Illustration. No. I

Fixation of pension in respect of pensioners retired on or before 01.08.2003.

Designation/Category		(Work men)	
Revised Pension arrived	Rs.	Revised Pension Admissible	Rs.
Basic pension as on 1.8.03 (Pre -revised)	1275	Basic pension as on 1.8.2003 (Pre -revised)	1275
Fitment Benefit 6% of Basic pension.	77	Fitment Benefit Admissible (77+123)	200
DR 59%	753	DR 59%	753
<b>Total</b>	<b>2105</b>	<b>Total</b>	<b>2228</b>

Revised basic pension fixed as on 01.08.2003 is Rs. 2400/-

(Ensured minimum Basic Pension as per. Cl. 3.2 (1) of the B.O.)

### Illustration. No. 2

Fixation of pension in respect of pensioners retired on or before 01.08.2003.

Designation/Category		(Work men)	
Revised Pension arrived	Rs.	Revised Pension Admissible	Rs.
Basic pension as on 1.8.2003 (Pre -revised)	1500/-	Basic pension as on 1.8.2003 (Pre -revised)	1500/-
Fitment Benefit 6% of Basic pension.	90/-	Fitment Benefit Admissible (90+110)	200/-
DR 59%	885/-	DR 59%	885/-
<b>Total</b>	<b>2475/-</b>	<b>Total</b>	<b>2585/-</b>

*Note:- Minimum fitment benefit Rs.200/- ensured and revised pension as on 01.08.2003 will be Rs.2585/-*

**Illustration No. 3**  
*(Para 6 of the Audit Circular)*

Fixation of pension in respect of pensioners retired on or before 01.08.2003.

Designation/Category		Work men	
Revised Pension arrived (RS)		Revised Pension admissible (RS)	
Basic Pension as on 1.8.03 (Pre-revised)	3565	Basic pension as on 1.8.2003 (Pre-revised)	3565
Fitment benefit 6%	214	Fitment benefit admissible	214
DR (59%)	2104	DR (59%)	2104
Total	5883	Total	5883

Revised Basic Pension as on 1.8.03 = Rs. 5883/-

**Illustration No. 4 (Family Pension).**  
*(Para 7 of the Audit Circular)*

Fixation of Family Pension in respect of pensioners retire on or before 01.08.2003

Revised Pension arrived	Rs.	Revised Pension admissible	Rs
Basic family pension (Pre revised) as on 01.08.2003	2535	Basic family pension as on 1.8.2003 (pre-revised)	2535
Fitment benefit 6%	153	Minimum Fitment benefit admissible (153 + 47), as per clause 4.2(c) of B.O	200
DR 59 %	1496	DR 59%	1496
Total	4184	Total	4231

Revised Basic family pension as on 1.8.03 = Rs. 4231/- (Ensured minimum fitment benefit of Rs.200/- as per para 4.2 (e) of the Board Order)

**Illustration No. 5**

Fixation of Pension in respect of pensioners retired on or before 01.07.2003 (Officers).

Revised pension arrived (Rs)	Revised Pension Admissible
Basic pension as on 1.7.2003 (pre revised)	Rs. 9950
Fitment Benefit 6%	Rs. 597
DR 59%	Rs. 5871
<b>Total</b>	<b>Rs.16418</b>

Basic pension fixed as on 01.07.2003 is Rs.16418/-

### **Illustration No. 6**

Family Pension in respect of Pensioners Retired on or before 01.07.2003 (Officers).

Revised pension arrived (Rs)	Revised Pension Admissible(Rs)
Basic family pension as on 1.7.03 (pre revised maximum)	5970/-
Fitment Benefit 6%	359/-
DR 59%	3523/-
<b>Total</b>	<b>9852/-</b>

Revised Basic family pension fixed as on 01.07.2003 is Rs.9852/-

### **Illustration No. 7 (PTC)**

*Para 10 (3) of the Board Order*

Fixation of pension in respect of pensioners retired on or before 01.08.2003.

Revised Pension arrived (Pre revised) (Rs)	Revised Pension admissible (Rs)
Basic pension as on 1.7.03 (Pre revised)	425
Fitment benefit 6%	26
DR 59%	251
<b>Total</b>	<b>702</b>

Revised Basic pension as on 1.8.03 = Rs. 801/-

-4-

### **Illustration No. 8 (PTC).**

*(Para 10 (3) of the Audit Circular)*

Fixation of pension in respect of pensioners retired on or before 01.08.2003.

Revised Pension arrived (Rs)		Revised Pension admissible		
Basic pension (pre revised) as on 1.8.2003	850	Basic pension as on 1.8.2003 (pre revised)	Rs.850	
Fitment Benefit 6%	51	Minimum Fitment benefit admissible (51+74), as per clause 10.3 of B.O	Rs.125	
DR 59%	502	DR 59%	Rs.502	
<b>Total</b>	<b>1403</b>	<b>Total</b>	<b>Rs.1477</b>	

Revised Basic pension as on 1.8.03 = Rs. 1477/-

=====

(Minimum fitment benefit of Rs.125/- ensured)

### Illustration No. 9

*Fixation of family pension in respect of family pensioners (PTC) for those who retired on or before 1.8.2003*

Revised Pension arrived (Rs)		Revised Pension admissible		
Basic pension (pre revised) as on 1.8.03	375	Basic pension as on 1.8.2003 (pre revised)	Rs.375	
Fitment Benefit 6%	23	Minimum Fitment benefit admissible (23+102), as per clause 10.3 of B.O	Rs.125	
DR 59%	222	DR 59%	Rs.222	
<b>Total</b>	<b>620</b>	<b>Total</b>	<b>Rs.722</b>	

Revised basic pension as on 1.8.2003 = Rs.722/-

-5-

### Illustration No. 10

*Fixation of family pension in respect of family pensioners (PTC) for those who retired on or before 1.8.2003*

Revised Pension arrived (Rs)		Revised Pension admissible		
------------------------------	--	----------------------------	--	--



Basic pension (pre revised) as on 1.8.03	575	Basic pension as on 1.8.03 (pre revised)	Rs.575	
Fitment Benefit 6%	35	Minimum Fitment benefit admissible (35+90), as per clause 10.3 of B.O	Rs.125	
DR 59%	340	DR 59%	Rs.340	
<b>Total</b>	<b>950</b>	<b>Total</b>	<b>Rs.1040</b>	

Revised basic pension as on 1.8.2003 = Rs.1040/-

### Illustration No. 11

Method of calculation of average emoluments in the case of employees retired on or after 31.07.2003 and drew pay in the revised and pre revised scales. (Officers)

	Basic pay	DA	No. of month	Period
Pre-revised basic pay	8575 + (PP if any)	52%	3	10/02, 11/02,12/02
Pre-revised basic pay	8575 + (PP if any)	55%	6	1/03 to 6/03
Revised Pay as on 1.07.03	14150 + (PP if any) (*)	Nil	1	07/03

(\*) *excluding 'protected amount' as per clause 14 of Long Term Settlement 2007 (B.O (FB) No.2410/2007 (PSI/101/2006) dated 24.10.2007).*

-6-

### Illustration No. 12

Method of calculation of average emoluments in the case of employees retired on or after 31.08.2003 and drew pay in the revised and pre revised scales. (Workmen).

	Basic pay	DA	No. of month	Period
Pre-revised basic pay	8575 + (PP if any)	52%	2	11/02,12/02
Pre-revised basic pay	8575 + (PP if any)	55%	6	1/03 to 6/03
Pre-revised basic pay	8575 + (PP if any)	59%	1	7/03
Revised Pay as on 1.08.03	14150 + (PP if any) (*)	Nil	1	08/03

(\*) *excluding 'protected amount' as per clause 14 of Long Term Settlement 2007 (B.O (FB) No.2410/2007 (PSI/101/2006) dated 24.10.2007)*

**Illustration No. 13**

Fixation of pension in respect of an officer who retired on 31.10.2008 drawing basic pay of Rs.35,000 per month and having 30 years of service in the Board.

Basic pay as on 31.10.2008 = 35,000/-

Average emoluments  $\frac{35000 \times 10}{10} = 35,000/-$

Pension arrived  $\frac{35000 \times 30}{2 \times 30} = 17,500/-$

Pension fixed as on 1.11.2008 = 16,875/- (limited to the maximum as Per para 1.1 of B.O dtd. 11.11.08)