

# **THE WEST BENGAL SERVICES ( DEATH-CUM-RETIREMENT BENEFIT) RULES,1971**

**By**

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Date of effect :- 01<sup>st</sup> January , 1972

Application :- Apply to all Govt.  
servants except

1. Persons paid at daily rates
2. Govt Servants not in wholetime employment
3. Members of the All India Services
4. Members of the West Bengal Higher Judicial Services

# Pension

1. Compensation Pension ( Rule 38)
2. Invalid Pension ( Rule 48)
3. Superannuation Pension ( Rule 57)
4. Retiring Pension ( Rule 58)
5. Pro-rata Pension ( Rule-189A)

# PENSION SANCTIONING AUTHORITY ( P.S.A )

Head of Office where the employee was attached at the time of retirement

# QUALIFYING SERVICE

Admissible period of service on which Pension & gratuity is calculated.

# QUALIFYING SERVICE

- COUNTED IN SIX MONTHLY UNITS
- PERIOD OF 3 MONTHS & ABOVE IS TREATED AS 6 MONTHLY UNITS
- MINIMUM Q.S. FOR PENSION IS 10 YEARS
- FULL PENSION IS ADMISSIBLE FOR Q.S 20 YEARS

All periods of leave other than extraordinary leave without pay shall count as service ( Rule 28)

# Extra Ordinary Leave ( E.O.L)

E.O.L counts towards pension when the same is granted

1. On Medical Ground
2. Civil Commotion
3. Prosecution of higher scientific and technical studies



# PERIOD OF SUSPENSION

Period of Suspension followed by reinstatement shall count as Q.S. provided it is treated as duty by the Competent Authority making a specific order to that effect.

# EMOLUMENT as per ROPA 2009

Emolument means Pay as defined in rules 5(28) of WBSR Part I on the date of Retirement . It includes the following

1. Pay in the Pay Band
2. Grade Pay
3. Non – Practicing Allowance /Pay

## EMOLUMENT as per ROPA 2019

1. Pay in the level of a Government employee in the revised pay structure
2. Revised non- practicing allowance

# Determination of Q.S

Date of Retirement / Date of Death	YY MM DD
Less:- Date of joining in the Service	YY MM DD
Less :- EOL *	YY MM DD
Less :- Period of suspension	YY MM DD

# Family for the purpose of Death Gratuity

1. WIFE IN CASE OF MALE OFFICER
2. HUSBAND IN CASE OF FEMALE OFFICER
3. SONS INCLUDING STEP SONS
4. Physically handicapped / mentally retarded son/daughter
5. UNMARRIED & WIDOWED DAUGHTERS INCLUDING STEP DAUGHTERS
6. BROTHERS BELOW THE AGE OF 18 YEARS & UNMARRIED OR WIDOWED SISTERS
7. FATHER
8. MOTHER

**NB:-** ADOPTED SON AND DAUGHTER HAS BEEN INCLUDED IN THE LIST OF FAMILY FOR DEATH GRATUITY VIDE G.O. NO 517-F(PEN) DT 29<sup>TH</sup> JULY 2008

# Family for Family Pension

1. WIFE IN CASE OF MALE OFFICER
2. HUSBAND IN CASE OF FEMALE OFFICER
3. MINOR SONS INCLUDING ADOPTED SONS/ UNMARRIED MINOR DAUGHTERS INCLUDING ADOPTED DAUGHTERS ACCORDING TO THEIR AGE
4. DEPENDENT PARENTS

# Family for Family Pension ( Contd.)

- MINOR SON & UNMARRIED MINOR DAUGHTER WILL GET FAMILY PENSION UPTO 25 YEARS OF AGE.
- PARENTS WHOSE MONTHLY INCOME IS NOT MORE THAN 3500/- PER MONTH IS TREATED AS DEPENDENT AND WILL GET FAMILY PENSION UPTO THE DATE OF THEIR DEATH OR REMARRIAGE WHICH EVER IS EARLIER
- AS PER G.O. NO. 620-F (Pen) DATED 29-06-2006 FAMILY PENSION SHALL BE EXTENDED TO THE WIDOWED / DIVORCED DAUGHTER OF STATE GOVT. EMPLOYEE / PENSIONER EVEN AFTER ATTAINING THE AGE OF 25 YEARS TILL HER REMARRIAGE OR DEATH PROVIDED HER MONTHLY INCOME DOES NOT EXCEED 3500/- PER MONTH  
( Rs 9000/-p.m FD Memo No. 270-F(Pen) Dt 08.09.2021 )

# Family for Family Pension ( Contd.)

FAMILY PENSION IS ADMISSIBLE FOR LIFE TO SON OR DAUGHTER WHO IS PHYSICALLY CRIPPLED OR DISABLED SO AS TO RENDER HIM /HER UNABLE TO EARN A LIVING-RULE 104A INSERTED VIDE G.O. NO.839-F DATED 02-02-1977 AND FURTHER AMENDED VIDE 550-F DATED 13.04.1993



# Family for Family Pension ( Contd.)

AS PER G.O. NO. 138-F (Pen) DATED 3<sup>rd</sup> March,2008 FAMILY PENSION SHALL BE EXTENDED TO THE UNMARRIED DAUGHTERS OF STATE GOVT. EMPLOYEES / PENSIONERS EVEN AFTER ATTAINING THE AGE OF 25 YEARS TILL THEIR MARRIAGE OR DEATH PROVIDED THAT THE INCUMBENT HAS MONTHLY INCOME NOT EXCEEDING 3500/- PER MONTH ( FD Memo No.731-F(Pen) Dt 12.08.2009) ( **Rs 9000/-p.m FD Memo No. 270-F(Pen) Dt 08.09.2021** )

Family Pension is Sanctioned in the following sequence:-

1. WIFE / HUSBAND
2. MINOR CHILDREN
3. PHYSICALLY HANDICAPPED SON/DAUGHTER
4. WIDOWED/DIVORCED/  
UNMARRIED DAUGHTER  
ABOVE 25 YEARS OF AGE
5. DEPENDENT MOTHER
6. DEPENDENT FATHER

# RATE OF PENSION

50% OF LAST PAY X 6 MONTHLY UNITS OF Q.S. (MAX 40)  
40

Sl No.	Basic Pension	ROPA 2009	ROPA 2019
1.	Minimum	3,300	8,500
2.	Maximum	35,000	1,00,500

# RATE OF FAMILY PENSION

ROPA 2009 - 30% OF LAST PAY DRAWN

ROPA 2019 - 30% of the basic pay drawn last  
actually or notionally

Sl no.	Family Pension	ROPA 2009	ROPA2019
1.	Minimum	3,300	8,500
2.	Maximum	21,000	60,300

# ENHANCED FAMILY PENSION

1. Admissible for a period of 7 years or 67 years age whichever is earlier.
2. Minimum 7 years service required for EFP

# RATE OF ENHANCED FAMILY PENSION

A) DEATH WHILE IN SERVICE---LOWER OF THE FOLLOWING

a) 50% OF LAST PAY DRAWN

b) 2 X NORMAL FAMILY PENSION

B) DEATH AFTER RETIREMENT – LEAST OF THE FOLLOWING

a ) 50% OF LAST PAY DRAWN

b) 2 x Normal Family Pension

c) Retiring Pension

**In no case ,  $EFP < NFP$**

# ADDITIONAL PENSION

AGE OF PENSIONER/  
FAMILY PENSIONER

ADDITIONAL PENSION

a) From 80 years to less than 85 years

20% of the Basic pension

b) From 85 years to less than 90 years

30% of the Basic pension

c) From 90 years to less than 95 years

40% of the Basic pension

d) From 95 years to less than 100 years

50% of the Basic pension

e) 100 years or more

100% of the Basic pension

# RATE OF RETIRING GRATUITY

1. Q.S. LESS THAN 10 YEARS

$$\frac{[\text{PAY}+\text{D.A.}] \text{ LAST DRAWN} \times 6 \text{ MONTHLY UNITS OF QS}}{2}$$

2. Q.S. 10 YEARS OR MORE

$$\frac{[\text{PAY}+\text{D.A.}] \text{ LAST DRAWN} \times 6 \text{ MONTHLY UNITS OF QS (MAX. 66)}}{4}$$

**MAXIMUM AMOUNT** as per ROPA,2009, Rs. 6 LAKHS and  
as per ROPA,2019 Rs. 12 LAKHS



## RATE OF DEATH GRATUITY AS PER ROPA ,2009

1. Q.S. Less than one year :-  $2x( \text{PAY} + \text{DA} )$  last drawn
2. Q.S 1yr-5yr :-  $6x ( \text{PAY} + \text{DA} )$  last drawn
3. Q.S 5 yr- 20 yrs :-  $12 X ( \text{PAY} + \text{DA} )$  Last drawn
4. Q.S 20 yrs or more :-  $( \text{PAY} + \text{DA} ) x \text{Q.S} / 2$   
Q.S in six monthly period (Max 66)

## RATE OF DEATH GRATUITY AS PER ROPA ,2019

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

- Provisional Pension – 100% of admissible pension for 12 months may be sanctioned by P.S.A
- Provisional Gratuity – 100% of admissible Gratuity after deduction of 10% or Rs 10000/- whichever is less may be sanctioned by P.S.A if applied for Nomination

Death Gratuity :- May nominate one or more family members or other person if no family members exists.

L.T.A of Pension :- May nominate one or more family members or other person if no family member exists.

Nominee is entitled to receive the unpaid portion of Gratuity , CVP , Pension & F.P after Death.

# COMMUTATION OF PENSION

1. Retired Govt. Employee may commute up to 40% B.P
2. The commuted portion of pension is restored after 15 years from the date of retirement.

NB:- Clarification regarding further commutation of pension due to ROPA, 2019 issued vide FD Memo No. 680-F(Pen) dated 23.12.2019

## Calculation of Pensionary Benefits – Different Problems

1. Pension , 2. NFP , 3. EFP , 4. DCRG

Prob 1. Mr X joined in service on 4<sup>th</sup> June 2004. His date of birth is 08<sup>th</sup> July, 1953. He retired on superannuation on completion of 60 years of Age. He drew last month Band Pay Rs10,000/- GP Rs 6,000/- , DA Rs 7000/- , Medical Allowance Rs 300/- .

Prob 2 :- Mr P who joined in the service on 10<sup>th</sup> May,2013 in Pay Band Scale Rs 5400- 25200 with GP Rs 1,900/- ,DA@50%. He expired on the date of joining in the service.

Prob 3:- Mr Y joined in the service on 12-08-2001. He expired on 17<sup>th</sup> June, 2013 while in service. He drew pay in the Pay Band Rs 12,000/- GP Rs 8,000/- DA Rs 8,000/-



Payment of Pension on  
the Date of Retirement  
on Superannuation  
-Functions of Head of  
The Office

Government of West Bengal  
Finance (Audit) Department  
Nabanna, Howrah

No. 6333-F(Y)

Dated 03.10.2018

**MEMORANDUM**

**Sub: Introduction of Exit Management Sub-Module in HRMS**

The Exit Management Sub-Module of HRMS has been developed for processing of pension papers for State Government Employees on retirement whose PPO is issued from AGWB.

2. Now, the Governor is pleased to introduce the Exit Management Sub-Module in HRMS for all the State Government employees posted under different Government offices for whom the PPO is issued by AGWB. Henceforth, pension papers of State Government employees for whom the PPO is issued from AGWB shall be processed by Pension Sanctioning Authorities (Head of Office) on and from 1.11.2018 through Exit Management sub-module of HRMS.
3. However, manual processing of pension papers shall continue for State Government Employees who has retired before introduction of HRMS Module and for employees who do not have Unique ID in HRMS, until further orders.
4. Guidelines in this regard are available in the "Guidelines" section of IFMS portal.
5. Necessary amendments in respective Rules shall be made in due course.

# On the Date of Retirement

1. GRAT. & C.V.P
2. NO PROVISIONAL PENSION HAS BEEN AUTHORISED—CERTIFICATE
3. No liability Certificate
4. Pensioners copy of Intimation letter

# FUNCTIONS OF A.G ( A & E) ,W.B

1. IF THE FILE IS NOT O.K - OBJECTION  
MEMO TO THE H.O

2. IF FILE IS O.K. –a) PPO ( Both Halves) to  
the PDO

b) Pensioner copy of intimation letter  
regarding issue of PPO.

c) Authority for payment of Gratuity &  
C.V.P

# Functions of Employee

1. Before Retirement
2. After Retirement

# Functions of P.D.O

To complete the formalities & start payment of Pension after deducting / adjusting C.V.P / Provisional Pension ( if any). After appearance of the Pensioner & submission of required documents by the pensioner.



Thank You!

