

GOVERNMENT OF MADHYA PRADESH
General Administration Department

Memorandum

No. 2678 - 3698-I(iii)/67 Bhopal, the 30th December 1967
9 Pausa 1889

To

All Departments of Government
The President, Board of Revenue
The Commissioners of Divisions
All Heads of the Departments
All Collectors
Madhya Pradesh.

Subject: Measures to expedite gratuity and pension
payments to Government employees retiring
from 15-12.1967.

Attention is invited to the Finance Department
memorandum No. 2043/IV.R.II/67 dated the 28th September 1967
wherein the importance of ensuring that anticipatory pension
and D.C.R. gratuity is sanctioned to every retiring Government
servant by the time he/she retires, has been emphasised in
order to avoid financial hardship. Heads of Departments and
pension sanctioning authorities should, therefore, without
waiting for a report from the Accountant-General, so arrange
that all retiring non-gazetted officials receive 75% of the
anticipatory pension and 75% of the D.C.R. gratuity on the
date of their retirement pending issue of the final pension
and gratuity payment orders by the Accountant-General.

Cases requiring relaxation of rules or involving complications
should be referred to the Finance Department for a decision,
well in advance giving full details of the case, with a copy
to the Accountant General.

2. In addition to the weekly check list prescribed by
the Finance Department in the memorandum quoted in para 1
above, the Heads of Departments should furnish a monthly
return indicating the progress made in processing the pension
cases in the pro-forma attached, to the General

Administration Department by the 15th of each month.

3. Since a large number of Government servants will
be retiring within four months of the 15th of December 1967,

Government wish to make it clear that it is the personal responsibility of the Heads of Departments and the pension sanctioning authorities to ensure that anticipatory pension and gratuity are drawn and disbursed to the retiring Government servants in accordance with the instructions given in para 1 of this memorandum. They should also pursue the cases till the final authority for drawal of pension and gratuity is received from the Accountant General. Priority should be given to all references received from the Accountant General and the Finance Department regarding pension and gratuity claims. Any delay or failure to pay anticipatory pension and gratuity within the stipulated time will entail disciplinary proceedings against the defaulting officers and staff.

By order and in the name of
the Governor of Madhya Pradesh.



(R P NORONHA)
Chief Secretary to Government,
Madhya Pradesh.