



Government of West Bengal
Technical Education, Training & Skill Development Department
Polytechnic Branch
“Karigari Bhawan”, 3rd Floor, Plot No. B/7, Action Area III
New Town, Rajarhat, Kolkata 700160

No. 32 - TET (Poly) / IP - 02 / 2022

Dated, Kolkata, 25.04.23

MEMORANDUM

Subject: Revision of pension / family pension, gratuity and commutation of pension of post-01/01/2016 Pensioners under the West Bengal Non-Government Aided Educational Institution Employees (Death-cum-Retirement Benefit) Scheme, 1981 in respect of employees under Government Sponsored Polytechnics (except Principal, Lecturer and other categories of staff covered by recommendation of the A.I.C.T.E.

The undersigned is directed to state that consequent on the revision of Pay Structure of West Bengal Govt. sponsored Polytechnics employees as mentioned above issued vide G.O. No.290-TET(Estt)/280205/e-office dated 18/05/2020, the Governor has been pleased to decide that pensionary benefits in respect of the employees who have retired after coming into force of the order G.O. No.290-TET(Estt)/280205/e-office, dated 18/05/2020 and whose pay has been fixed under the said orders actually or in whose favour such revised pay has been allowed notionally and who **HAVE** opted for Pension cum Family Pension under West Bengal Non-Government Aided Educational Institution Employees (Death cum Retirement Benefit) Scheme, 1981, shall be determined as an extension of benefit of G.O. No.74-SE(B)/IM-4/2009, dated 19/05/2009 and in the manner as described below:-

A) Pension

- i) An employee retiring in accordance with the provision of West Bengal Non-Government Aided Education Institution Employees (Death cum Retirement Benefit) Scheme, 1981 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) **AN EMPLOYEE WHO HAS RENDERED A MINIMUM QUALIFYING SERVICE OF 20(TWENTY) YEARS, PENSION SHALL BE PAID AT 50% OF THE LAST BASIC PAY DRAWN. FOR EMPLOYEES 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 of Rs.22,950/- (Rupees Twenty Two Thousand Nine Hundred Fifty) only per month as laid down in Memo No.1002-TET(Poly), dated 18/12/12 shall be raised to Rs.47,750/- (Rupees Forty Seven Thousand Seven Hundred Fifty) only per month.

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- iv) The existing minimum amount of monthly pension / Family pension of Rs.3,300/- (Rupees three thousand three hundred) only as laid down in Memo No.1002-TET(Poly), dated 18/12/12 shall be raised to Rs.8,500/- (Rupees Eight Thousand Five Hundred) only per month.

B) Additional Pension

The quantum of pension available to the old pensioners shall be increased as indicated in the following table with effect from 01.01.2016 to 31.12.2019 notionally with actual effect from 01.01.2020.

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

The Pension Sanctioning Authority (**PSA**) shall ensure that the date of birth and the age of pensioner is invariably indicated in the Single Comprehensive Form to facilitate the Director, Pension, Provident Fund & Group Insurance (**DPPG**), 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.

The additional quantum of pension / Family Pension on attaining the age of 80 years and above, would be admissible from the 1st day of the month in which his / her date of birth falls.

C) Family Pension

- i) Family pension shall be calculated @ 30% of the basic pay drawn last actually or notionally for the employees of Govt. Sponsored Polytechnics (Revision of Pay & Allowance) in terms of G.O. No.290-TET(Estt)/280205/e-office, dt. 18/05/2020. The maximum **CEILING** of family pension of Rs.13,770/- (Rupees Thirteen thousand seven hundred seventy) only per month as laid down in Memo No.1002-TET(Poly), dated 18/12/2012 shall be raised to Rs.28,650/- (Rupees Twenty Eight Thousand Six Hundred Fifty) only per month as 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 WITH ACTUAL EFFECT FROM 01.01.2020** as indicated in the following table:

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

D) Gratuity

The maximum amount of Death / Retiring Gratuity of Rs.6.0 lakh (Rupees six lakh) only as laid down in Memo No.1002-TET(Poly), dated 18.12.2012 shall be raised to Rs.12.00 lakh (Rupees twelve lakh) only.

Payment of Gratuity after a service less than 10 years at the time of retirement as approved in the West Bengal Non-Government Aided Educational Institution Employees (DCRB) Scheme, 1981 shall continue.

E) Regulation of the cases of pensioners / family pensioners during the period from 01/01/2016 to 31/12/2019.

- i) West Bengal Govt. sponsored Polytechnics employees (except Principals & Lecturers and other categories of staff covered by the recommendation of the AICTE) who retired **ON OR AFTER 01/01/2016** and in whose cases Pension Payment Orders have already been issued by the Director, Pension, Provident Fund and Group Insurance West Bengal till the date of issue of this memorandum, their cases for revision of pensionary benefits may be processed by the Pension Sanctioning Authority on receiving an application in this respect in the form as given at Annexure I. Such employees are also entitled to have their pensionary benefits revised notionally in terms of the G.O. No.290-TET(Estt)/280205/e-office dt. 18/05/2020 with actual effect from 01/01/2020. They shall not get any arrears representing the difference between revised pension and existing pension for the period from 01/01/2016 to 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 up to 31/12/2019. They shall be entitled to commute 40% of the revised pension.
- ii) **THE EMPLOYEES WHO RETIRED DURING THE PERIOD FROM 01/01/2016 TO 31/12/2019 AND IN WHOSE CASES PPO HAVE NOT BEEN ISSUED BY THE DPPG, WB TILL DATE OF ISSUE OF THIS MEMORANDUM ARE ALSO ENTITLED TO HAVE THEIR PENSIONARY BENEFITS REVISED NOTIONALLY IN TERMS OF G.O. NO. 290-TET(ESTT)/280205/E-OFFICE, DATED 18/05/2020 FROM 01/01/2016 WITH ACTUAL EFFECT FROM 01/01/2020. THEY SHALL NOT GET ANY ARREAR REPRESENTING THE DIFFERENCE BETWEEN REVISED PENSION & EXISTING PENSION FOR THE PERIOD FROM 01/01/2016 TO 31/12/2019. THEY SHALL GET THE DEATH / RETIRING GRATUITY ON THE BASIS OF EMOLUMENTS ALLOWED NOTIONALLY AS A SPECIAL CASE. IN THEIR CASES PENSIONARY BENEFITS SHALL BE CALCULATED ON THE BASIS OF NOTIONAL PAY FIXED UNDER G.O. NO.290-TET(ESTT)/280205/E-OFFICE, DATED 18/05/2020 AND ALSO ON THE BASIS OF CERTIFICATE OF NOTIONAL EMOLUMENTS (IN LIEU OF PAY CERTIFICATE) TO BE ISSUED BY THE PENSION SANCTIONING AUTHORITY ON THE DATE OF RETIREMENT / DEATH BASED ON INITIAL NOTIONAL PAY, AS A SPECIAL CASE AND IN RELAXATION OF NORMAL RULES.**
- iii) **IN THE CASES OF PENSIONERS WHO ARE OTHERWISE ELIGIBLE TO HAVE THEIR PAY FIXED NOTIONALLY UNDER G.O. NO.290-TET(ESTT)/280205/E-OFFICE, DT. 18/05/2020 AND WHO DIED ON OR AFTER 01/01/2016 TO ANY DATE PRIOR TO 01/01/2020 BEING ELIGIBLE TO GET OF REVISED GRATUITY DETERMINED ON THE BASIS OF NOTIONAL EMOLUMENTS, THE SAME 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.**
- iv) **THE PENSION SANCTIONING AUTHORITY (PSA) WILL SANCTION REVISED PENSION / FAMILY PENSION, BALANCE AMOUNT OF REVISED DEATH / RETIRING GRATUITY AND COMMUTED VALUE OF PENSION IN ANNEXURE II (FORMAT FOR SANCTION OF REVISED PENSION, REVISED RETIRING GRATUITY AND COMMUTED VALUE OF PENSION) / ANNEXURE III (FORMAT FOR SANCTION OF REVISED FAMILY PENSION AND REVISED DEATH GRATUITY) IN THE FORMATS ANNEXED HEREIN AND SEND THE SAME TO DPPG, WB FOR ISSUANCE OF REVISED PPO WITH THE COPY TO THE DRAWING & DISBURSING OFFICER (DDO) / DRAWING & DISBURSING AUTHORITY (PENSION DISBURSING TREASURY IN DISTRICTS / PUBLIC SECTOR BANK IN KOLKATA).**

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- v) THE PENSION DISBURSING AUTHORITY (TREASURY IN DISTRICTS / PUBLIC SECTOR BANK IN KOLKATA) SHALL ON RECEIPT OF SANCTION IN REVISED ANNEXURE II / III (AS THE CASE MAY BE) START DISBURSEMENT OF REVISED PENSION / FAMILY PENSION PROVISIONALLY W.E.F. 01/01/2020.
- vi) ON THE BASIS OF REVISED ANNEXURE II/III FROM PSA, THE DPPG, WB BEING THE 'AUDIT OFFICER' SHALL ISSUE 'REVISED PENSION PAYMENT ORDER (PPO)' FOR PAYMENT OF BALANCE AMOUNT OF DEATH / RETIRING GRATUITY, COMMUTED VALUE OF PENSION AND REVISED PENSION / FAMILY PENSION W.E.F. 01/01/2020.
- vii) ON THE BASIS OF REVISED PPO ISSUED BY THE DPPG, WB, THE PENSION DISBURSING AUTHORITY (TREASURY IN DISTRICTS / PUBLIC SECTOR BANK IN KOLKATA) SHALL DRAW AND DISBURSE THE BALANCE AMOUNT OF REVISED DEATH/RETIRING GRATUITY AND ADDITIONAL COMMUTED VALUE OF PENSION.
- viii) REVISED AMOUNT OF PENSION / FAMILY PENSION ALREADY PAID PROVISIONALLY BY THE PENSION DISBURSING AUTHORITY W.E.F. 01/01/2020 AS PER ANNEXURE II / III SHALL HAVE TO BE ADJUSTED WITH THE FINAL REVISED BASIC PENSION / FAMILY PENSION AS PER REVISED PPO ISSUED BY THE DPPG, W.B., OVER PAYMENT, IF ANY, ALREADY MADE SHALL HAVE TO BE ADJUSTED ACCORDINGLY.

F) Commutation of Pension

- i) An employee shall continue to be entitled to commute for a lump sum payment up to 40% of his pension.
- ii) The existing table of commutation value for pension annexed to the West Bengal Non-Government Aided Education Institution Employees (Death-cum-Retirement-Benefit) Scheme, 1981 shall be substituted by a new Table at Annexure IV.
- iii) The revised table of commutation value for pension AS GIVEN IN ANNEXURE IV will be used for all commutations of pension which become absolute as per this order.
- iv) In the case of those pensioners who retired after 01/01/2016 but prior to 01/01/2020 shall have an option to commute the amount of pension that has become additionally commutable on account of retrospective revision of pay / pension on implementation of the recommendations of Sixth Pay Commission.
- v) PENSION DISBURSING AUTHORITY SHALL AFTER MAKING PAYMENT OF ADDITIONAL COMMUTED VALUE OF PENSION ON THE BASIS OF REVISED PPO ISSUED BY THE DPPG, WB, SHALL START DEDUCTING THE 'AMOUNT COMMUTED ADDITIONALLY' WITH EFFECT FROM 1ST DATE OF MONTH IN WHICH SUCH ADDITIONAL COMMUTATION VALUE OF PENSION WILL BE PAID TO THE PENSIONER. SUCH AMOUNT OF ADDITIONAL COMMUTATION SHALL BE RESTORED AFTER 15 YEARS FROM THE 1ST DATE OF MONTH OF DISBURSEMENT OF ADDITIONAL COMMUTED VALUE OF PENSION.
- vi) THE DATE FOR CALCULATION OF COMMUTED VALUE OF ADDITIONAL COMMUTATION SHALL BE CONSIDERED WITH EFFECT FROM THE DATE ON WHICH PENSIONER HAD ALREADY OPTED FOR COMMUTATION DURING RETIREMENT I.E. THE AGE RECKONED FOR CALCULATION OF COMMUTED VALUE OF PENSION AT THE TIME OF ORIGINAL APPLICATION.

vii) PENSIONERS WHO WANT TO COMMUTE FOR THE FIRST TIME AFTER COMING INTO REVISED PAY STRUCTURE AS PER G.O. NO.290-TET(ESTT)/280205/E-OFFICE, DATED 18/05/2020 SHALL ALSO BE ELIGIBLE TO COMMUTE A PART OF THE REVISED BASIC PENSION SUBJECT TO MAXIMUM 40%. IN THEIR CASE, COMMUTED VALUE EXPRESSED AS NUMBER OF YEARS' PURCHASE FOR THE AGE AS ON NEXT BIRTHDAY ON OR AFTER 01/01/2020 SHALL BE TAKEN INTO ACCOUNT. SUCH COMMUTED AMOUNT SHALL BE RESTORED AFTER 15 YEARS FROM THE DATE OF RETIREMENT.

2. The relevant revision in the West Bengal Non-Government Aided Educational Institution Employees (Death cum Retirement Benefit) Scheme, 1981 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 **IS** issued with the concurrence of the Finance Department, Pension Branch vide their U.O. No. Pension/2022-2023/0204 dated 31.01.2023

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25/4/2023
Joint Secretary to the Govt. of West Bengal

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ANNEXURE I

To
The
(Address of Pension Sanctioning Authority)

Sub: Application for Revision of Pension / Family Pension, Gratuity & Commuted value of pension.

- 1 (a) Name of the Pensioner / Family Pensioner (in Block Letters) :

(b) Name of the deceased employee (in case of family pensioners) :

(c) Relationship (in case of family pensioners) :
- 2 Residential address with PIN Code (in Block Letters) :
- 3 **(a) Pension Disbursing Authority (Treasury/Bank)** :

(b) Name of the Treasury (if pension is drawn through Treasury at present) :


(c) i) Name of the Bank with address where Pension/family pension is drawn through Public Sector Bank in Kolkata Municipal Corporation area) :

ii) Branch Code No. :

iii) Bank Account No. :

iv) IFSC Code No. :
- 4 **Pension Payment Order (PPO) No.** :
- 5 **Date of birth of pensioner / family pensioner** : DD/MM/YYYY
- 6 **Date of option to come under revised pay structure as per ROPA, 2019** :
- 7 a) Date of retirement :

b) Date of death of the employee in case of family pension :

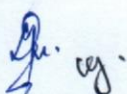
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- 8 a) *Band Pay Scale and Grade Pay of the post held at the time of retirement / death* :
- b) *Last Basic Pay (Band Pay + Grade Pay) at the time of retirement / death* :
- c) *HRMS ID (if available) of the employee:* :
- 9 a) *Amount of pension sanctioned as per ROPA 2009* :
- b) *Amount of portion of pension already commuted* :
- c) *Amount of retiring /death gratuity sanctioned* :
- 10 a) *Name of the office with address & the department from which retired* :
- b) *Designation of the post at the time of retirement* :
- 11 a) *Additional Commutation of Pension is required* : Yes / No
- b) *If yes, please mention the revised commuted amount or percentage (Maximum 40%)* :
- 12 *Mobile No.* :

The copy of the original PPO (self attested) along with a cancelled cheque is enclosed.

Date :

Signature of the employee / Family Pensioner



ANNEXURE II

Memo No.

Date

To

The D.P.P.G, West Bengal

Sub: Sanction of revised pension, gratuity & commuted value of pension.

- 1 Pension Payment Order (PPO) No. :
- 2 Name of the Pensioner :
- 3 Date of retirement :
- 4 Designation of the employee at the time of retirement :
- 5 a) Last Basic Pay (Band Pay+Grade Pay) as per ROPA, 2009 on the date of retirement :
b) Scale of Pay as per ROPA,2009 :
- 6 HRMS ID (if available) :
- 7 Mobile No. of the Pensioner :
- 8 Date of option to come under revised pay structure :
(DD/MM/YYYY)
- 9 a) Basic Pay (BP+GP) as per ROPA 2009 on the date of option :
b) Amount arrived at by multiplying the Basic Pay Drawn as per ROPA 2009 On the date of option by 2.57 and rounded off to nearest Rupee [9(a) * 2.57] :
c) Revised Basic Pay fixed as per ROPA ,2019 [after placing it into the applicable level of pay matrix] on the date of option :
d) Revised last Basic Pay as per ROPA, 2019 on the date of retirement :

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- e) Pay range in Pay Matrix as per ROPA 2019 :
- 10 a) Revised Basic Pension w.e.f. 01.01.2020 :
- b) Revised Family pension at enhanced rate (EFP) payable upto(DD/MM/YYYY) :
- c) Revised Family Pension at normal rate (NFP) :
- d) Revised Family Pension at normal rate(NFP) :
- 11 a) Revised Gratuity Admissible :
- b) Gratuity already paid :
- c) Balance of Gratuity sanctioned [11(a) – 11(b)] :
- 12 a) Total amount of Commutation (Max. 40% of the revised basic pension) :
- b) Pension already commuted :
- c) Amount of pension further commuted [12(a) – 12(b)] :
- d) Amount of balance commutation value of pension sanctioned :
- 13 Revised reduced pension after commutation w.e.f. 01/01/2020 [10(a) – 12(b) – 12(c)] :
- 14 Qualifying service of the employee :
- 15 Pension drawn through Treasury (name of the Treasury in districts) / Bank (KMC area) :

Signature of the Pension Sanctioning Authority
Designation :

Memo No.

Date.....

Copy forwarded for information to:-

- 1) The Pension Disbursing Authority (Treasury Officer / Bank Manager)
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- 2)
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ANNEXURE III

Memo No.

Date:

To
The D.P.P.G, West Bengal

Sub: Sanction of revised family pension / death gratuity as per ROPA 2019

- 1 Family Pension Payment Order (PPO) No. :
- 2 Name of the deceased employee :
- 3 Designation of the deceased employee :
- 4 Date of death of the employee (DD/MM/YYYY) :
- 5 Name of the Family Pensioner :
- 6 Date of birth of the Family Pensioner :
- 7 Relationship with the deceased employee :
- 8 Mobile No. of the Family Pensioner (optional) :
- 9 a) Basic Pay (Band Pay + Grade Pay) as per ROPA ,2009 :
on the date of death of the employee
b) Scale of Pay as per ROPA 2009 :
- 10 HRMS ID of the deceased employee (if available) :
- 11 a) Pay fixed under G.O. No.290-TET(Estt)/280205/e-office :
dt. 18/05/2020 on the date immediately before the date of
expiry of the employee
b) Pay range in Pay Matrix as per G.O. No. 290- :
TET(Estt)/280205/e-office, dated 18/05/2020
- 12 a) Revised Family Pension at enhanced rate (EFP) :
b) Family Pension at enhanced rate (EFP) payable upto :
(DD/MM/YYYY)
c) Revised Family Pension at Normal Rate (NFP) :
- 13 a) Revised death gratuity admissible :
b) Death gratuity already paid :

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c) Balance of Death Gratuity Sanctioned [13(a) – 13(b)] :

14 Qualifying service of the deceased employee :

15 Pension drawn through Treasury (in districts) / Bank in :
(KMC area)

Signature of the Pension Sanctioning Authority
Designation :

Memo No.

Date:

Copy forwarded for information to:-

- 1) The Pension Disbursing Authority (Treasury Officer / Bank Manager)
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- 2)

Signature of the Pension Sanctioning Authority
Designation :

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ANNEXURE IV

REVISED COMMUTATION VALUE FOR A PENSION OF Re.1 PER ANNUM
in terms of Memo No., dated

Age on next birthday	Commutation value expressed as number of year's purchase	Age on next birthday	Commutation value expressed as number of year's purchase	Age on next birthday	Commutation value expressed as number of year's purchase
20	9.188	41	9.075	62	8.093
21	9.187	42	9.059	63	7.982
22	9.186	43	9.040	64	7.862
23	9.185	44	9.019	65	7.731
24	9.184	45	8.996	66	7.591
25	9.183	46	8.971	67	7.431
26	9.182	47	8.943	68	7.262
27	9.180	48	8.913	69	7.083
28	9.178	49	8.881	70	6.897
29	9.176	50	8.846	71	6.703
30	9.173	51	8.808	72	6.502
31	9.169	52	8.768	73	6.296
32	9.164	53	8.724	74	6.085
33	9.159	54	8.678	75	5.872
34	9.152	55	8.627	76	5.657
35	9.145	56	8.572	77	5.443
36	9.136	57	8.512	78	5.229
37	9.126	58	8.446	79	5.018
38	9.116	59	8.371	80	4.812
39	9.103	60	8.287	81	4.611
40	9.090	61	8.194		

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Copy forwarded for information & necessary action to:-

- 1) The Principal A.G. (A&E), West Bengal, Treasury Building, Kolkata-1.
- 2) The Principal A.G. (Audit), AF (A&E), West Bengal, Treasury Building, Kolkata-1.
- 3) The Director of Pension, Provident Fund & Group Insurance.
- 4) The Finance Deptt., Pension Branch vide U.O.
- 5) The Pay & Accounts Officer-I
- 6) The Pay & Accounts Officer-II
- 7) The Pay & Accounts Officer-III
- 8) The Treasury Officer
- 9) The Secretary, Govt. sponsored Polytechnics
- 10) The Director, Directorate of Technical Education & Training, Karigari Bhawan, 3rd Floor – *he is requested to inform all concerned accordingly.*
- 11) The Director-in-Charge, Directorate of Vocational Education & Training, Karigari Bhawan, 2nd Floor.
- 12) The Director, Directorate of Industrial Training, Karigari Bhawan, 2nd Floor.
- 13) The Chairman, WBSCT&VE&SD, Karigari Bhawan, 5th Floor.
- 14) The Chairman, WBSCVET, Karigari Bhawan.
- 15) P.S. to the Hon'ble MOS(IC) of this Department.
- 16) Sr. P.S. to the Principal Secretary, Department of TET&SD.
- 17) Guard File.(2 spare copies)

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Asst. Secretary to the
Govt. of West Bengal

25/4/23