

GOVERNMENT OF WEST BENGAL
Office of the Director of Treasuries & Accounts
Stephen House, 4th Floor,
4, B.B.D. Bag (East) Kolkata-1.

No. DT/O/17/P-2000/1910(35)

Dated: 27.11.2001.

To
The Treasury Officer (all),
P.O. _____
Dist. _____

Subject: Payment of Gratuity I Commuted value of pension— Procedure to be followed thereto.

Sir,

It has been brought to our notice by the office of the Principal Accountant- General (A & E), West Bengal that some Pension Disbursing Officers have been objecting the claims preferred by the Pension Sanctioning Authorities regarding Gratuity/Commuted value of pension on the ground that the original authority issued by the Office of the Principal Accountant-General (A & E), West Bengal is required to be surrendered/submitted along with the bill.

In terms of S.R. 92 (vii) of W.B.T.R., Volume-I Pension Disbursing Officer has no scope to demand the original copies of the authorities from the Pension Sanctioning Authorities. Instead a copy of the sanction/ authority duly certified by a Gazetted Officer or by a responsible Officer specially authorized in this behalf by the Head of the Office is required to be submitted along with the bill. The original copy of the authority/sanction order is required to be preserved by the Pension Sanctioning Authority for inspection of Local audit as per instruction contained in para 2 on the back side of the authority.

You are, therefore, requested to ensure observance of S.R.92 (vii) of W.B.T.R., Vol.-I in connection with payment of Retiring Gratuity/Commuted Value of Pension henceforth.

However, the Treasury Officer/Addl. Treasury Officer is requested to verify the claim of Pension/ Gratuity/ CVP with reference to the original sanction received by him from the Principal Accountant-General (A & E), West Bengal.

Sd/-
Director of Treasuries & Accounts
West Bengal