

**GOVERNMENT OF WEST BENGAL
HIGHER EDUCATION DEPARTMENT
BUDGET BRANCH
BIKASH BHAVAN, SALT LAKE, KOLKATA-91**

No. 20- HED-13014(99)/3/2025-BDG SEC

Date: 25th March, 2025

Order

Sub: Grant of Ex-gratia payment for the Financial Year 2024-2025 to the Pensioners of all the Govt.-aided Colleges/Govt.-aided Non-Government Educational Institutions and other Govt. sponsored/aided organizations of West Bengal.

1. The undersigned is directed by order of the Governor to say that in order to provide some relief to the pensioners during the ensuing festivals, the Governor has been pleased to order that the Teaching and Non-Teaching Pensioners of Govt.-aided Colleges/ Govt.- aided Non-Government Educational Institutions and other Govt. sponsored/aided organizations under the control of this Department, for whom Pension is authorized either by the Accountant General, West Bengal or the DPPG, West Bengal, including the holders of provisional pension of the said institutions who retired prior to 30-09-2024 and also the pensioners, who retired or died after 30-09-2024 but prior to 01-09-2025 and whose basic pension plus Dearness relief on pension as on 31st March, 2025 did not exceed Rs. 38,000/- (Rupees Thirty Eight thousand) only and are not eligible for ad-hoc bonus, shall be paid an ex-gratia grant of Rs. 3,500/- (Rupees Three Thousand Five hundred) only in lump per head.
2. The Ex-gratia grant sanctioned herein will also be admissible to the holders of family pension, ex-gratia family pension, ad-hoc family pension and ex-gratia pension. This order will also be applicable to those who are eligible for this ex-gratia grant but whose pension/family pension has not yet been sanctioned. In their cases and in the case of persons who are drawing provisional pension, this amount of ex-gratia will be drawn by the authority competent to draw provisional pension in the same manner as the amount of provisional pension is drawn by him/her. In their cases, the facts of payment of ex-gratia grant should be intimated to the authority concerned at the time of forwarding their pension papers for final sanction of pension.
3. This benefit will not be admissible to those who are entitled to ad-hoc bonus sanctioned by the Government and those who are employed/re-employed under any Public Undertakings/Statutory Bodies/Non-Government Educational Institutions and are in receipt of bonus or ex-gratia payment in lieu thereof during the current financial year.
4. The Institutions under purview of this order shall make all necessary arrangements, as to be done in the matter of drawal and making payment of Bonus to the eligible employees. For making payments of the Ex-gratia to all the respective eligible pensioners so that the pensioners get the payment of ex-gratia in due time to meet their commitments for the ensuing festival. For other modalities, Finance Department Memo. No. 1024- F(P2) dated 18.03.2025 may be consulted with. And for requirement of

necessary fund from the Government for payment of this ex-gratia to the eligible pensioners, the institutions should furnish detailed statements incorporating thereon the individual 'names of the eligible pensioners, their basic pension and amount of relief against the amount of Ex-gratia along with the gross amount of claim in this regard.

5. The payment of ex-gratia as sanctioned hereinabove should be made before the festival Id-ul-Fitre of 2025 for the Muslim Pensioners/Family Pensioners and other than M Pensioners / Family Pensioners the benefits should be disbursed in between 15.09.2025 to. 19.09.2025.

6. This order issues in terms of Finance Department Memo. No 1024 F(P2) dated: 18.03.2025.



A.O. & E.O. Deputy Secretary
to the Government of West Bengal

No.20/1(15) - HED-13014(99)/3/2025-BDG SEC

Date: 25th March, 2025

Copy forwarded for information and necessary action to:-

- 1) The Principal Accountant General (A&E), Treasury Buildings, Kolkata-700 001;
- 2) The Principal Accountant General (Audit), Treasury Buildings, Kolkata-700 001;
- 3) The Principal Accountant General (Receipt, Works & Local Bodies Audit),
CGO Complex at Salt Lake, Kolkata- 700 091;
- 4) The Senior Special Secretary, Higher Education Department, Govt. of West Bengal,
CG/CS/Technical Branch of this Department;
- 5) Deputy Accountant General (Pension), W.B., Treasury Buildings, Kolkata-700 001;
- 6) Secretary Finance Department, (Group-P2) of this Government;
- 7) Additional Secretary Finance Department, (Group-B) of this Government;
- 8) The Kolkata Pay and Accounts Officer, Kolkata Pay & Accounts Office-I, Old Khadya
Bhavan, 11 A, Mirza Ghalib Street Kol-87;
- 9) The Kolkata Pay and Accounts Officer, Kolkata Pay & Accounts Office-II, Old Khadya
Bhavan, 11 A, Mirza Ghalib Street Kol-87;
- 10) The Kolkata Pay and Accounts Officer, Kolkata Pay & Accounts Office-III,
"SUBHANNA", SGO Complex, 5th and 6th floor, DF-Block, Bidhannagar, Kolkata-64;
- 11) Director of Treasuries & Accounts, New India Assurance Buildings, 4, Lyons Range,
Kolkata-700 001;
- 12) The Deputy Secretary, HED, (University Branch);
- 13) Budget Branch of this Department;
- 14) Sr. P. S. to the Principal Secretary of this Department
- 15) IT Cell (for uploading the Order in the Department Website Portal).



A.O. & E.O. Deputy Secretary
to the Government of West Bengal