



भारतीय कृषि अनुसंधान परिषद  
**INDIAN COUNCIL OF AGRICULTURAL RESEARCH**

कृषि भवन, डॉ० राजेन्द्र प्रसाद मार्ग, नई दिल्ली  
Krishi Bhawan, Dr.Rajendra Prasad Road, New Delhi-110001

F.No. FIN/10-04/2021-Pension

Dated 6<sup>th</sup> August, 2021

To,

**Directors and Project Directors  
of All ICAR Institutes/Directorate/Centres/Units**

Subject: Timely process of pensionary and retirement benefits in ICAR

Instructions have been issued vide Council's letter of even number dated 28<sup>th</sup> July 2021 for ensuring timely payment of pensionary benefits to retiring government servant and Heads of Department have been instructed to monitor the progress of all pension cases under their control. In spite of the timelines prescribed under CCS(Pension) Rules/instructions, delay in issue of the PPO and payment of retirement benefits have been noticed and discussed in the SOC meeting held on 5-8-2021 at ICAR Hq. Various representations also have been received at Council in this regard. It has been decided that pendency pertaining to payment of retirement benefits of government servants retired upto 31-7-2021 may please be reported to the Council which will be reviewed in the next SOC meeting at ICAR Hq in the first week of September 2021.

The information may be furnished positively in the prescribed format (Annexure –'A') for the month ending July 2021 on or before 16-8-2021. Action taken against the officials of the Institute for the delay, if any, may also be intimated separately in (Annexure 'B').

Henceforth the information may also be submitted for every quarter by 15<sup>th</sup> of the month for the preceding quarter. If there is no pendency in issue of PPO and payment of retirement benefits for month upto July 2021, NIL information may also be forwarded through email [pensionsection2012@gmail.com](mailto:pensionsection2012@gmail.com).

Encl.as stated above

Yours faithfully

( G. P. Sharma )  
Director (Finance)

Copy to : PPS to DG, ICAR for information

ANNEXURE - 'A'							
Name of the Institute/Directorate/Centre _____							
S.No.	Name/designation of the employee	Date of superannuation/death/VR S/Invalid pension	Date of submission of pension case to Pension Authorising Unit(PAU)	Date of pension authorisation by PAU	Date of payment		
					Gratuity	C.V.P.	Leave Encashment

ANNEXURE - 'B'				
Name of the Institute/Directorate/Centre/Units _____				
S.No.	Name & designation of the employee	Date of retirement/death/VRS/In valid Pension	Date of payment of retirement benefits	Reason for delay and action taken against the officials responsible for not making payment on the date of retirement