



**GOVERNMENT OF WEST BENGAL  
DEPARTMENT OF HIGHER EDUCATION  
UNIVERSITY BRANCH  
BIKASH BHAVAN, SALT LAKE, KOLKATA – 700 091**

**No. 363 -Edn(U)/EH/1U-10/2020**

**Dated, Kolkata, 12<sup>th</sup> June, 2020.**

**MEMORANDUM**

In continuation of this Department's earlier Memo bearing no. 175 – Edn (U) dated 14.02.2020, I am to state that the question relating to the revision of **West Bengal State Aided Universities (Death-cum-retirement benefit) Scheme, 2010** with subsequent amendments made thereto for the employees (Teachers, Officers and Non-teaching Staff) of State Aided Universities namely (1) Calcutta University, (2) Jadavpur University, (3) Kalyani University (4) Burdwan University, (5) North Bengal University, (6) Rabindra Bharati University, (7) Vidyasagar University, (8) West Bengal State University, Barasat, (9) University of Gour Banga, (10) Maulana Abul Kalam Azad University of Technology, (11) Netaji Subhas Open University, (12) Presidency University, (13) Cooch Behar Panchanan Barma University, (14) Sidho Kanho Birsha University, (15) Kazi Nazrul University, (16) Bankura University, (17) Diamond Harbour Women's University who are under CPF-cum-Gratuity-cum-Pension Scheme and the employees of Hostel /Mess of the State Aided Universities is under consideration of the Government of West Bengal for some time past.

After careful consideration, the Governor, in partial modification of G. O. No. 711-Edn(U) dated 21.12.2010, 84-Edn(U) dated 30.01.2000 and subsequent orders issued in this regard, has been pleased to decide that the revised benefits as embodied in Annexure-A & B be allowed to the pensioners (teachers, officers and non-teaching employees) / family pensioners under CPF-cum-Gratuity-cum-Pension Scheme of the State-Aided Universities as mentioned at para – 1 above.

The revised scheme shall be called “**West Bengal State Aided Universities (Death-cum-retirement benefit) Scheme, 2020.**”

It shall be deemed to have come into force with effect from 01<sup>st</sup> January, 2016 or any subsequent date in respect of any particular paragraph of the scheme as will be indicated in the paragraph itself.

The scheme together with those provisions of the old scheme which have not been amended by the present modified scheme indicated in the subsequent paragraphs shall apply to teachers, officers and the non-teaching employees of the State-aided Universities in West Bengal as mentioned at para – 1.

This order issues as per Finance Department's U. O. No. **Gr.-57-F(Pen) dated 11.06.2020.**

**Sd-  
Principal Secretary**

**No. 363 /1(30)-Edn(U)**

**Dated, Kolkata, 12<sup>th</sup> June, 2020.**

Copy forwarded for information & necessary action to the:-

1. Principal Accountant General(A&B), West Bengal, Treasury Building, Kolkata;
2. Accountant General(Audit-I), West Bengal, 4 Brabourne Road, Kolkata;
3. Accountant General(Audit-II), West Bengal, 18, Rabindra Sarani, Kolkata;
4. Vice-Chancellor, ..... University;
5. Registrar, ..... University;
6. Finance Officer, .....University;
7. Finance Department (Group-B) of this Government;
8. Pension Branch, Finance Department of this Government;
9. Accounts Officer, Department of Higher Education;
10. P. S. to Hon'ble Minister-in-Charge of this Department;
11. Sr. P. S. to the Principal Secretary of this Department;
12. Principal Secretary, Agriculture Department, Govt. of West Bengal;
13. Principal Secretary, Health & Family Welfare Department, Govt. of West Bengal;
14. Principal Secretary, Animal Resource Development Department, Govt. of West Bengal;
15. Budget Branch of this Department;
16. West Bengal University Pensioners' Association;
17. Guard File.

**Special Secretary**

**ANNEXURE- A**

(to Memo No 363 -Edn (U) dated 12<sup>th</sup> June, 2020)

**Revision of Pension / Family Pension of Pre-2016 Pensioners / Family Pensioners under CPF-cum-Gratuity-cum-Pension Scheme**

1. The revision of Pension /Family Pension of Pre-2016 i. e. the persons who retired on or before 31.12.2015 and receiving pension /family pension as per G. O. No 711-Edn(U) dated 21.12.2010 will be made in the following manner as indicated in succeeding paragraphs with effect from 01.01.2020.
  2. In these orders :-
    - (a) “Existing pensioners” or “Existing family pensioners” means pensioners who were drawing /entitled to pension/family pension on 31.12.2015.
    - (b) “Existing pension” means the basic pension inclusive of commuted portion, if any, due on 31.12.2015.
    - (c) “Existing family pension” means the basic family pension due under West Bengal State-Aided Universities (Death-cum-Retirement benefit) Scheme, 2010 incorporated in G.O. No. 711-Edn(U) dated 21.12.2010.
    - (d) Pension / Family Pension Sanctioning Authority (PSA) and Pension / Family Pension Disbursing Authority (PDA) mean the concerned authority of the State-aided Universities.
  3. The pension / family pension of existing pre-2016 pensioners / family pensioners will be revised notionally by multiplying the existing basic pension / basic family pension as on 31.12.2015 by 2.57. The amount of revised pension / family pension so arrived at shall be rounded off to next 10 (ten) rupees, if the said amount is not a multiple of Rs.10 (ten). However, if the revised basic Pension is below Rs. 5,560/-, it will be fixed at minimum of Rs. 5,560/-.
- The amount so arrived at will be regarded as revised pension / family pension with effect from 01.01.2020.
4. (a) The existing minimum amount of monthly pension /family pension of Rs. 2,160/- as laid down in G.O. No.711-Edn(U) dated-21.12.2010 has been raised to Rs. 5,560/-.
  - (b) The existing maximum monthly pension /family pension of Rs. 22,500/- and Rs. 15,000/- respectively as laid down in G.O. No.711-Edn(U) dated-21.12.2010 has been increased to Rs. 63,000/- and Rs. 42,000/- respectively.
5. The fixation of pension will be subject to the provision that the revised pension, in no case, shall be lower than 30% of the minimum of the Pay in the Pay matrix in the revised Pay Structure corresponding to the pre-revised pay scale/pre-revised pay structure from which the Pensioner had retired.

6. The fixation of family pension will be subject to the provision that the revised family pension, in no case, shall be lower than 20% of the minimum of the Pay in the Pay matrix in the revised Pay Structure corresponding to the pre-revised pay scale/pre-revised pay structure from which the pensioner had retired.
7. The pensioners / family pensioners who are re-employed / employed are not getting relief on pension in terms of the existing rules/ orders. In their cases, the notional relief which would have been admissible to them but for their re-employment / employment will be taken into account for consolidation of their pension in terms para-3 above, as if they were drawing the relief. Their pay on re-employment will be re-fixed with effect from 01.01.2020 with reference to consolidated pension becoming admissible to them. Relief beyond 01.01.2020 will, however, not be admissible to them during the period of re-employment / employment.
8. Revised Pension / Family Pension will be calculated as per the Form given at FORMAT – I to ANNEXURE – A.
9. The quantum of additional pension / family pension available to the old pensioners / family pensioners shall be increased as indicated in the following table with effect from 01.01.2020 :-

<b>Age of Pensioners / Family Pensioners</b>	<b>Additional quantum of pension</b>
From 80 years to less than 85 years	20% of revised basic pension /family pension
From 85 years to less than 90 years	30% of revised basic pension /family pension
From 90 years to less than 95 years	40% of revised basic pension /family pension
From 95 years to less than 100 years	50% of revised basic pension /family pension
100 years or more	100% of revised basic pension /family pension

10. The pensioner / family pensioner will get Medical Relief @ Rs. 500/- per month w. e. f. 01.01.2020.

## **ANNEXURE-B**

(to Memo No 363 -Edn (U) dated 12<sup>th</sup> June, 2020)

### **Revision of Pension / Family Pension for those Retiring on or after 01.01.2016 under CPF-cum –Gratuity-cum-Pension**

(The revision of Pension /Family Pension of the persons who retired on or after 2016 and who have not exercised option to come under G.O. No 85-Edn(U) dated 30.01.2000)

The pensionary benefits in respect of the West Bengal State-Aided Universities employees who retired after 01.01.2016 and after coming in to force of the West Bengal State Aided Universities (Revision of Pay & Allowances) Rules 2019 whose pay has been fixed or in whose favour such revised pay has been allowed notionally shall be as follows :-

a) **Pension**

- (i) An University employee retiring in accordance with the provisions of State-Aided Universities (Death-cum-Retirement Benefit) Scheme, 2010 incorporated in G.O. No. 711-Edn(U) dated 21.12.2010 and before completion of minimum qualifying service of ten years shall not be entitled to pension, but he/ she shall continue to be entitled to gratuity.
- (ii) Eligibility of pension after 15 years qualifying service as incorporated in Clause No.8 of G.O. No. 1250-Edn(U) dated 27.12.1991 to be replaced by 10 years according to G.O. No.711-Edn(U) dated 21.12.2010. Once an University employee has rendered a minimum qualifying service of 15 years, pension shall be paid at 30% of the last basic pay drawn. For University employees who at the time of retirement have rendered qualifying service for 10 (ten) years or more but less than 15(fifteen) years, proportionate reduction shall be made while calculating the amount of pension.
- (iii) The existing maximum monthly pension of Rs. 22,500/- per month as laid down in G.O No.711-Edn(U) dated-21.12.2010 shall be raised to Rs. 63,000/-.
- (iv) The existing minimum amount of pension / family pension of Rs. 2,160/- as laid down in G.O No.711-Edn(U) dated-21.12.2010 shall be raised to Rs. 5,560/- only per month.

b) **Family Pension :-**

Family Pension will be calculated @ 20% of the last basic pay drawn actually or notionally. The maximum ceiling of family pension of Rs. 15,000/- only per month as laid down in G.O No.711-Edn(U) dated-21.12.2010 shall be raised to Rs. 42,000/- per month at normal rate. However, the existing provision for calculation of family pension at enhanced rate for a specific period will continue.

c) **Gratuity:-**

The existing maximum of Death / Retiring Gratuity of Rs. 2,40,000/- (Rupees two lakh forty thousand) only as laid down in G. O. No.711-Edn(U) dated-21.12.2010 shall be raised to Rs. 4,80,000/- (Rupees Four lakh eighty thousand) only w. e. f. 01.01.2016.

d) **Regulation of the cases of pensioners / family pensioners during the period from 01.01.2016 to 31.12.2019**

- i) University employees who retired during the period from 01.01.2016 to 31.12.2019 and in whose cases Pension Payment Order have already been issued by the Pension Sanctioning Authority till the date of issue of this Memorandum, their case 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 Format-I to Annexure-B. They shall not get any arrears representing the difference between revised pension and existing pension for the period upto 31.12.2019. They shall continue to draw the existing pension which was fixed without taking into account the benefit of notional fixation of pay upto 31.12.2019. They shall get actual payment of revised pensionary benefits, i.e., pension, death / retiring gratuity and family pension arrived at on the basis of emolument allowed notionally as a special case. In their cases pensionary benefits shall be calculated on the basis of notional pay fixed on the date of retirement / death, as a special case and in relaxation of normal rules.
- ii) The Pension Sanctioning Authority (PSA) will sanction Revised Pension/Family Pension, balance Amount of Revised Death/Retiring Gratuity and Commuted Value of Pension in FORMAT-II (for sanction of Revised Pension, Revised Gratuity and Commuted Value of Pension) and FORMAT-III (for sanction of Revised Family Pension and Revised Death Gratuity) annexed herein.
- iii) The amount of gratuity, if any, paid earlier in respect of employees of this category according to the rules prevailing at the material time will be adjusted against the revised gratuity calculated on the basis of notional emoluments on the basis of this order.
- iv) In the cases of pensioners who are otherwise eligible to have their pay fixed notionally and who died on any date before or after being eligible to actual payment of revised pension and gratuity determined on the basis of notional emoluments, pension / family pension and gratuity in respect of them shall also be determined as stated above and life-time arrear of such benefits with effect from 01.01.2020 shall be paid to the nominee(s)/legal heir(s) / family members as usual after adjustment of the amount already paid on this account.

e) **Commutation of pension**

- i) A University employee shall continue to be entitled to commute for a lump sum payment upto 33 $\frac{1}{3}$ % of his/her pension.
- ii) The existing table of commutation value for pension shall be substituted by a new Table at Schedule – I.
- iii) The revised table of commutation value of pension will be used for all commutations of pensions and shall be effective with effect from 01.01.2020.
- iv) In case of those pensioners, in whose case commutation of pension become absolute on or after the 1<sup>st</sup> January, 2016, but before the issue of this memorandum, the pre-revised table of commutation value for pension will be used for payment of commutation based on pre-revised pay / pension. Such pensioners 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 the Pay Committee, other bodies. On exercising such option by the pensioner, the revised table of commutation value of pension will be used for the commutation of additional amount of pension that has become commutable on account of retrospective revision of pay / pension.
- v) In all cases where the date of retirement / commutation is on or after the date of issue of this memorandum, the revised table of commutation for pension will be used for commutation of pension.

f) **Additional Pension**

The quantum of additional pension / family pension available to the old pensioners / family pensioners shall be increased as indicated in the following table with effect from 01.01.2020 :-

Age of Pensioners / Family Pensioners	Additional quantum of pension
From 80 years to less than 85 years	20% of revised basic pension /family pension
From 85 years to less than 90 years	30% of revised basic pension /family pension
From 90 years to less than 95 years	40% of revised basic pension /family pension
From 95 years to less than 100 years	50% of revised basic pension /family pension
100 years or more	100% of revised basic pension /family pension

- g) The pensioners / family pensioners will get Medical Relief @ Rs. 500/- per month w. e. f. 01.01.2020.

**SCHEDULE – I**

**REVISED COMMUTATION VALUE FOR A PENSION OF Re. 1 PER ANNUM**

(In terms of Memo No.      -Edn(U) dated                      )

Age on next birth day	Commutation Value Expressed as number of year's purchase	Age on next birth day	Commutation Value Expressed as number of year's purchase	Age on next birth day	Commutation Value Expressed as number of year's purchase
20	9.188	42	9.059	64	7.862
21	9.187	43	9.040	65	7.731
22	9.186	44	9.019	66	7.591
23	9.185	45	8.996	67	7.431
24	9.184	46	8.971	68	7.262
25	9.183	47	8.943	69	7.083
26	9.182	48	8.913	70	6.897
27	9.180	49	8.881	71	6.703
28	9.178	50	8.846	72	6.502
29	9.176	51	8.808	73	6.296
30	9.173	52	8.768	74	6.085
31	9.169	53	8.724	75	5.872
32	9.164	54	8.678	76	5.657
33	9.159	55	8.627	77	5.443
34	9.152	56	8.527	78	5.229
35	9.145	57	8.512	79	5.018
36	9.136	58	8.446	80	4.812
37	9.126	59	8.371	81	4.611
38	9.116	60	8.287		
39	9.103	61	8.194		
40	9.090	62	8.093		
41	9.075	63	7.982		



To  
The Registrar,  
\_\_\_\_\_ University.

**Statement of Computation of Revised Pension / Family Pension in terms of Memo No 363 -Edn (U) dated 12<sup>th</sup> June, 2020.**

1. Name of the Pensioner / Family Pensioner :
2. Pension Payment Order No. :
3. Computation of revised pension and/or Family Pension :

	Pension	Family Pension (Normal)	Family Pension (Enhanced)
(i) Existing Basic Pension (inclusive of Commuted portion) as on 31.12.2015			
(ii) Amount of Commuted portion of Pension			
(iii) Amount arrived at by multiplying (i) by 2.57			
(iv) Revised Pension / Family Pension: Amount arrived at (iii) above rounded off to next 10 (ten) rupees, if the said amount is not a multiple of Rs. 10 (ten)			
(v) Amount for monthly disbursement of Pension [Amount at (iv) – pre-revised commuted portion of Pension, if any] w. e. f. 01.01.2020			

4. Bank details of the pensioner / family pensioner :

- i) Name of the Bank :
- ii) Branch name & Address :
- iii) Branch Code No. :
- iv) Present A/C No. :
- v) Old A/C No. (If any) :
- vi) IFSC Code :
- vii) MICR Code :

Signature of the Pension Disbursing Authority

**FORMAT - I to ANNEXURE - B**

To  
The Registrar,  
\_\_\_\_\_ University

Sub: Application for Revision of Pension, Family Pension, Gratuity and Commuted Value of Pension

1	(a)	Name of the Pensioner/Family Pensioner (in Block Letters)	
	(b)	Name of deceased Employee (in case of family pension)	
	(c)	Relationship (in case of family pension)	
2	Residential Address with PIN Code (in Block Letters)		
3	Pension Payment Order (PPO) No		
4	Date of birth of the Pensioner/Family Pensioner		DD/MM/YYYY
5	Date of Option to come under Revised Pay Structure		DD/MM/YYYY
6	(a)	Date of Retirement of the Pensioner	
	(b)	Date of death of employee in case of Family Pension	
7	(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	
8	(a)	Amount of Pre-revised Pension sanctioned	
	(b)	Amount of portion of pension already commuted	
	(c)	Amount of Retiring/ Death Gratuity sanctioned	
9	Designation of the post at the time of retirement		
10	(a)	Additional Commutation of Pension is required	YES/NO
	(b)	If YES, Please mention the revised commuted amount or Percentage (maximum 40%)	
11	Mobile No. & e-mail id.		

Date:

Signature of the retired employee/Family Pensioner

**FORMAT – II to ANNEXURE – B**

To  
The Registrar,  
\_\_\_\_\_ University

**Sub: Sanction of Revised Pension, Gratuity and Commuted Value of Pension**

1	Pension Payment Order (PPO) No	
2	Name of the Pensioner	
3	Date of Retirement	DD/MM/YYYY
4	Designation of the employee at the time of retirement	
5	(a) Last Basic Pay (Band Pay + Grade Pay) on the date of retirement	
	(b) Scale of Pay	
6	HRMS ID (if available)	
7	Mobile No. & email id of the Pensioner	
8	Date of option to come under revised pay structure	DD/MM/YYYY
9	(a) Basic Pay (BP+GP) as on the date of option	
	(b) Amount arrived at by multiplying the Basic Pay drawn on the date of option by 2.57 & <b>rounded off to nearest rupee [9(a)x2.57]</b>	
	(c) Revised Basic Pay fixed as per 9(b) after placing it into the applicable level of Pay Matrix] on the date of option	
	(d) Revised Last Basic Pay on the date of retirement as per	
	(e) Pay Range in Pay matrix	
	(f) Level / Cell in Pay Matrix	
10	(a) Revised Basic Pension w. e. f. 01.01.2020	
	(b) Revised Family Pension at Enhanced Rate (EFP)	
	(c) Family Pension at Enhanced Rate (EFP) payable upto	DD/MM/YYYY
	(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 (Maximum 40% of 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	

Signature of Pension Sanctioning Authority

Designation:

**FORMAT – III to ANNEXURE – B**

Memo No.

Date:

To

The Registrar,

\_\_\_\_\_ University

Sub: Sanction of **Revised Family Pension, Death Gratuity**

1	Family Pension Payment Order (PPO) No.	
2	Name of the deceased Employee	
3	Designation of the deceased employee at the time of death	
4	Date of death of employee	DD/MM/YYYY
5	Name of the Family Pensioner	
6	Date of Birth of Family Pensioner	DD/MM/YYYY
7	Relationship with the deceased employee	
8	Mobile No. of the Family Pensioner (optional)	
9	(a) Basic Pay (Band Pay + Grade Pay) on the date of death of employee	
	(b) Scale of Pay	
10	HRMS ID of the deceased employee (if available)	
11	(a) Pay fixed on the date immediately before the date, the University employee expired	
	(b) Pay Range in Pay matrix	
	(c) Level / Cell in Pay Matrix	
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	
	(c) Balance of Death Gratuity Sanctioned [13(a)-13(b)]	
14	Qualifying Service of the deceased employee	

Signature of Pension Sanctioning Authority

Designation: