



KOLKATA PORT TRUST  
15, STRAND ROAD  
KOLKATA – 700001

Finance Department

No. Fin/PSLI/ 12/1031

Dated : 25<sup>th</sup> September, 2012

All Heads of Department

DMD/TM/CMO/CVO/CHE/CE/CME/LA /Secretary (I/C)/  
CMM(I/C)/LM(I/C)/LA&IRO(I/C)/Director(P&R)(I/C)

GM(M&S),HDC / Manager (Finance), HDC

Circular

SUB : Grant of family pension to dependent parents and unmarried / divorced / widow daughters beyond 25 years of age

In terms of the BWNC Settlement dated 19.01.2010 and subsequent clarification received from Indian Port Association vide their letter No. IPA/BWNC/2011 dated 17.10.11 and in terms of the Govt. order conveyed by letter No. A-29018/5/2006-PE-I dated 18.02.2011 of MOS, it has been decided to extend the benefit of grant of family pension to the dependent parents of the pensionable employees as well as to their dependent un-married / divorced / widow daughters beyond 25 years of age.

2. According to the above orders and clarifications, the eligibility criteria for grant of family pension to the children / dependent parents of the retirees stands as below:

**Category –I (Applicable both for retired officers and retirees of Class III & IV posts)**

Unmarried Sons	Upto 25 years of age or till the date he starts earning * or upto the date of his marriage/ remarriage, or till death, whichever is earlier .
Unmarried daughters (including widow daughters)	Upto 25 years of age or till the date she starts earning * or upto the date of her marriage/ remarriage, or till death, whichever is earlier.

(\*) Income Criteria - Dependency criteria for the purpose of family pension shall be the minimum family pension along with dearness relief thereon. At present minimum family pension is Rs. 3900/- over 126 CPI points + Dearness Relief per month (on the date of issuance of the circular, the aggregate of minimum family pension + dearness relief comes to Rs. 6315/-) from employment in Government / Private Sector or through self employment etc.

• Married sons/ daughters, even if they are suffering from any disorder or disability of mind including mentally retarded or are physically crippled or disabled, shall not be eligible for family pension.

**Category –II (Applicable for retirees of Group 'C' & 'D' posts irrespective of their date of retirement and for retired officers who retired on or after 01.01.2007**

• In terms of letter no. A-29018/5/2006-PE-I dated 18.02.2011 of MOS, the benefit of grant of family pension to the family members covered under category-II has been extended to only in respect of post 01-01-2007 retired officers and not to the family members of the retired officers who retired earlier.

- The benefit of payment of family pension to the family members covered under category –II is applicable to all pensionable retirees of Class III & IV posts irrespective of their date of retirement, but payable from 01-01-2007.
- Family pension to the family members covered under category –II shall be payable only after the other eligible family members in category –I have ceased to be eligible to receive family pension and there is no disabled child to receive the family pension.

Unmarried / widow / divorced daughter not covered by category-I above	Upto the date of her marriage/ remarriage or till the date she starts earning * or upto the date of death , whichever is earlier. Family pension shall be payable in order of their date of birth and the younger of them will not be eligible for family pension unless the elder next above her has become ineligible for the grant of family pension.
Parents who are wholly dependent on the employee when he/she was alive	Family pension will be admissible provided the employee had left behind neither a widow/widower, nor a child.

(\* )Income Criteria - Dependency criteria for the purpose of family pension shall be the minimum family pension along with dearness relief thereon. At present minimum family pension is Rs. 3900/- over 126 CPI points + Dearness Relief per month (on the date of issuance of the circular, the aggregate of minimum family pension + dearness relief comes to Rs. 6315/-) from employment in Government / Private Sector or through self employment etc.

- Family pension to widow /divorced daughters is admissible irrespective of the fact that divorce / widowhood takes place after attaining the age of 25 years or before.
  - The family pension wherever admissible to parents, the mother will receive the pension first and after her death, the father will receive the family pension.
- Parents are eligible for family pension at the ordinary rate only.

3. The following procedure shall be followed for grant of family pension to the eligible children / dependent parents of the pensionable retirees:

a) Production of Income Certificate to be issued by any one of the following is to be insisted upon before authorizing family pension:

DM/ SDO/ BDO / Group-A Govt. Officer not below the rank of Joint B.D.O. / Executive Officer in case of Municipality / Deputy Commissioner of Corporation / MP/MLA stating monthly income of the claimant affixing his/her seal and full name.

b) They will also be required to produce annual income certificate to the disbursing authority every year for continuance of disbursement of monthly pension.

c) Sons are also required to furnish certificate in regard to their marital status as is required in the case of eligible daughters. The certificate is to be issued by the Police Officer or a Gazetted Officer or a Trustee of Major Port Trust or an Officer of Major Port Trust or Head Master of Local High School or Post Master/ Sub Post Master of Local Post Office or M.P / MLA or Anchal Pradhan of the local Anchal Panchyat or Principal of a College or local Commissioner / local Councilor of municipality affixing his/her seal and full name.

d) In case of divorced daughters, production of decree of divorce should be insisted upon to ensure the divorce is valid in law.

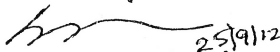
e) For the purpose of settling the claim of children / parents, it would be the responsibility of the pension sanctioning authority to satisfy themselves, based on scrutiny of the service records, Family Declaration and nominations made by the ex-employee and other relevant documents like proof of Parentage, proof of age, proof of residence, Photo ID card, Voter Identity Card, PAN Card, ADHAR Card etc. , about the eligibility of the children / parents to draw family pension.

f) In case of a widow dependant daughter, additional documents like proof of marriage, death certificate of husband, non remarriage certificate is to be submitted before authorizing family pension.

g) Considering the merit of the case, the pension sanctioning authority may also ask for the additional documents which the claimant is required to submit for adjudging the genuinity of the claim and claimant.

4. In every case of claim of family pension, each claim should be properly verified to the satisfaction of the Pension Sanctioning Authority. In cases of doubt, the genuinity of the claimants are to be verified much stringently by the Pension Sanctioning Authority and even with the assistance of Police Department and / or fingerprint experts.

5. All establishment points under your control may be suitably advised to display the circulars in the conspicuous places of your department for information of all concerned.

  
25/9/12  
Financial Adviser &  
Chief Accounts Officer (I/C)  
