

**GOVERNMENT OF TELANGANA  
FINANCE (HRM.V) DEPARTMENT**

**Circular Memo.No.15595-A/312/A2/HRM.V/2016 Dt:24.12.2016.**

Sub: Pensions – Payment of Retirement benefits on the day of Retirement.

Ref: 1.Cir.Memo.No.1912/20/A2/HRM.V/2014,dt.05.08.2014  
2.Cir.Memo.No.2461/10/A2/HRM.V/2015,dt.18.10.2014  
3.Cir.Memo.No.5033/62/A2/HRM.V/2015,dt.23.01.2015  
4.Review meeting of Hon'ble CM on 23.12.2016 in Pragathi Bhavan on the grievances of employee and pensioners.

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The attention of all the Departments of Secretariat and all Heads of Departments is invited to the references cited.

2. It is to inform that on 23-12-2016 while reviewing the grievances of employees and pensioners, the Honorable Chief Minister has desired that all the pensionary benefits should be paid on the day of retirement.

3. As per Appendix 1-5(c) of Telangana State Revised Pension Rules, 1980 it is stipulated that every Head of Department / Head of office shall undertake the work of preparing pension papers 6 months before the date on which a Government servant is due to retire. In this regard government have issued instructions time and again for adherence to the above instructions. Even after such instructions it is brought to the notice of the government that the percentage of cases received before the date of retirement is very low which is causing unnecessary delay in payment of pension to the pensioners even in cases where there are no disciplinary cases pending against them.

4. As per the orders of Honorable Chief Minister it is once again reiterated to comply with the existing instructions and forward pension papers before six months so as to ensure that the Government servant gets terminal / pensionary benefits on last working day. All HODs may take necessary steps ON PRIORTY for payment of all the pensionary benefits on the retirement day and also arrange to drop the retiring employee at home with dignity. It is also requested to ensure that the Retiring/Retired Government Servants, Family Pension beneficiaries shall include their Mobile Numbers in the pension proposals to enable AG/ Audit office to intimate the status of the pension case through SMS to the pensioner/ family pensioner.

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5. Therefore, all the Departments of Secretariat and all Heads of Departments are requested to ensure that all the Pension Sanctioning Authorities under their control strictly comply with the above instructions. They are requested to review this item every month and take action against the defaulting pension sanctioning authorities in this regard.

**K. RAMA KRISHNA RAO**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

To

All the Departments of Secretariat.

All the HODs concerned.

P.S. to Chief Secretary to Government.

P.S. to Principal Secretary to Hon'ble Chief Minister.

P.S. to Hon'ble Minister for Finance.

P.S. to Principal Secretary to Finance Department.

P.S. to Secretary to Finance (FP).

The DTA, Telangana, Hyderabad.

The PAO, Telangana, Hyderabad,

The Joint Director, PPO Telangana, Hyderabad.

The Director of State Audit, Telangana, Hyderabad.

The Director of Works Accounts, Telangana, Hyderabad,

Copy to Prl. AG (A&E), Telangana, Hyderabad.

**//FORWARDED::BY ORDER//**

  
**SECTION OFFICER**