

**GOVERNMENT OF ASSAM  
FINANCE (ESTT-A) DEPARTMENT  
DISPUR, GUWAHATI-6.**

No.FEG.28/2017/54

Dated Dispur, the 20<sup>th</sup> July, 2019

**OFFICE MEMORANDUM**

**Sub. : Simplification of Procedures with a view to eliminating delays in payment of Compassionate Family Pension (CFP).**

Government in Finance (Estt-A) Department introduced the Compassionate Family Pension (CFP) in lieu of Compassionate Appointment vide Notification No.FEG.28/2017/26 dated Dispur, the 14<sup>th</sup> September, 2017. The primary objective of the scheme of Compassionate Family Pension has been to extend financial support to the family of a Government employee who dies in harness with a view to mitigate financial hardship. Comprehensive guidelines for processing the cases of CFP, alongwith clarifications have been issued from time to time from Finance (Estt.-A) Department as well as P&PG Department for payment of the CFP at the earliest.

In spite of having such clear and comprehensive guidelines, it has come to the notice of the Government in Finance Department that cases of CFP are pending at different levels causing financial hardship to the families of Government employees who die in harness.

In view of the above, all Administrative Departments are requested to issue necessary instructions to their subordinate Appointing Authorities/ Controlling Authorities to take necessary action as per rule to ensure that provisional Compassionate Family Pension is sanctioned and disbursed to the families of the deceased Government employees soon after the death of the Government Servant but not later than 1(one) month from the date of death of the Government Servant concerned. For payment of provisional Compassionate Family Pension, the only essential documents like – death certificate, next of kin/legal heir certificate are to be submitted by the claimant to the concerned competent authority. Soon after the receipt of provisional Compassionate Family Pension, the claimants are required to submit their claims with all supporting documents/forms to the appropriate authority for finalization of Compassionate Family Pension. The competent authority thereafter shall finalize, sanction and disburse the same on priority basis within a period of 4 (four) months from the date of receipt of such claims.

In case of Govt. employees governed under “New Defined Contributory Pension Scheme (NDCPS)”, guidelines already issued by Pension & Public Grievances Department vide No PPP(G) 165/2014/pt/7, Dated Dispur, the 18<sup>th</sup> June,2018 shall be followed while sanctioning provisional compassionate family pension/family pension.

Sd/-

(Shyam Jagannathan, IAS)

Commissioner & Secretary to the Govt. of Assam,  
Finance Department

Contd.

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Memo No.FEG.28/2017/54-A

Dated Dispur, the 20<sup>th</sup> July, 2019

Copy forwarded to:-

1. The A.G. (A&E), Assam, Guwahati-29.
2. Staff Officers to Chief Secretary, Assam.
3. All Principal Secretaries/Commissioner & Secretaries to the Govt. of Assam,  
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4. All Administrative Department .....
5. The Personnel (B) Department, Dispur, Guwahati-6 for information.
6. The P & PG Department, Dispur, Guwahati-6 for information.
7. The Legislative Department, Dispur, Guwahati-6 for information.
8. All Heads of Departments.
9. All Commissioner of Divisions, Assam / All Deputy Commissioners / Sub- Divisions. The Joint Secretary to the Govt. of Assam, General Administrative Department, Dispur, Guwahati-6 is requested to circulate the same to the Commissioner of Divisions/Deputy Commissioners / Sub-Divisional Officers, Assam for internet for their early receipt.
10. The Joint Secretary to the Govt. of Assam, Political (Cabinet Cell) Department, Dispur, Guwahati-6 for information.
11. All Sr. F.As./F.As, all Departments, Dispur.
12. All Treasury Offices/Sub-Treasury Offices, Assam. In-charge, e-Governance Unit, Finance Department is requested to circulate the same to all the Treasury Officers, Assam through internet for their early receipt.
13. The Trade Adviser to the Govt. of Assam, Assam House, 8 Russel Street, Kolkata.
14. The Resident Commissioner, Assam House, New Delhi/Liaison Officer, Assam House, Shillong/Assam House, Mumbai.
15. To the Principal Secretary, Karbi Anglong Autonomous Council, Diphu/ N.C. Hills Autonomous Council, Haflong.
16. The Principal Secretary, B.T.C., Kokrajhar, Rabha Hasong Autonomous Council, Dudhnoi, Goalpara/Lalung (Tiwa) Autonomous Council, Morigaon/ Mising Autonomous Council, Gogamukh, Dhemaji.
17. The Director, Printing & Stationery, Assam Government Press, Bamunimaidam, Guwahati-24 for publication in the next issue of Assam Gazette.
18. (e-Governance Unit), Finance Department for uploading the O.M. in Government portal.
19. The Director, Information & Public Relation Department for wide publication of the Notification through Press/Redio/T.V.

By Order etc.

  
20/07/2019  
Deputy Secretary to the Govt. of Assam,  
Finance (Estt.-A) Department, Dispur.