

No. 1/16/2011- P&PW(E)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
Department of Pension & Pensioners' Welfare  
(Desk 'E')

3<sup>rd</sup> Floor, Lok Nayak Bhavan,  
New Delhi, the 20<sup>th</sup> September, 2012

Office Memorandum

Sub: Family pension - list of documents to be submitted by a claimant member of family (other than spouse) along with Form 14, PPO and death certificate in respect of the deceased pensioner/family pensioner – regarding.

The undersigned is directed to refer to Department of Pension & Pensioners' Welfare O.M. of even number, dated 8<sup>th</sup> December, 2011 on the above subject (copy enclosed).

From the representations received in this Department, it appears that some offices ask the applicant family pensioners for the documents not indicated in the office memorandum indicated above.

All the Ministries/Departments are requested to instruct their attached/subordinate/field offices to follow the instructions contained in the O.M., dated 8.12.2011 strictly to avoid any hardships to the family pensioners. They may also be advised to go through the other office memoranda issued during the last two years as contained in the Circulars on Family Pension on this Department's website and also on pensionersportal.gov.in.



(D.K. Solanki)  
Under Secretary  
Ph: 24644632

All Ministries/Departments/Organisations as per list

All Pensioners' Associations as per list available in the Department

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3<sup>rd</sup> Floor, Lok Nayak Bhavan,  
New Delhi. the 8<sup>th</sup> December, 2011.

Office Memorandum

Sub: Family pension - list of documents to be submitted by a claimant member of family (other than spouse) along with Form 14, PPO and death certificate in respect of the deceased pensioner/family pensioner – regarding.

The Department of Pension & Pensioners' Welfare has been receiving references for clarification by various Ministries/Departments of the Government regarding the documents for family pension, including certificate of income, required to be submitted by a claimant member of family (other than spouse) along with application form (Form 14), PPO and death certificate after the death of a pensioner/family pensioner. The matter was also discussed at length in the 20<sup>th</sup> meeting of SCOVA held on 21<sup>st</sup> September, 2011 (item No. 92 of the Minutes refers). It was agreed in the meeting that a list of such documents will be made available at the website of the Department of Pension & Pensioners' Welfare. It was pointed out in the meeting that it is indicated in this Department's Office Memorandum No.45/51/97-P&PW(E), dated 21.7.1999 that a self certificate for the income of those who are self employed or are in receipt of income from sources other than employment may be accepted. It was decided to send a copy of this O.M. to all member associations of SCOVA.

2. This is informed that the claims submitted by a claimant member of family (other than spouse) for family pension after the death of a pensioner/family pensioner, in Form 14 and supported by the death certificate and PPO of the pensioner/family pensioner, may be processed in consultation with the Pay and Accounts Officer, who is the custodian of the pension file which contains all relevant Forms and information of the pensioner. In a very rare case where the name of the claimant member is not available in the records of the Head of Office as well as the Pay & Accounts Officer concerned and the claimant member also fails to submit a copy of PPO or Form 3 containing 'Details of Family' submitted earlier by the deceased employee/pensioner, the certificates prescribed at serial number 9(v) of Form 14 may be accepted. In addition to these certificates, PAN Card, Matriculation Certificate, Passport, CGHS Card, Driving License, Voter's ID Card and Aadhar Number may also be accepted. Acceptance of voter's ID card and Aadhar Number is subject to the condition that the pensioner/family pensioner certifies that he/she is not a matriculate and he/she does not have any of the documents mentioned in Form 14 or above. Apart from these documents, the Ministries/Departments may accept any other document submitted by the claimant, which may be relied upon and which establishes the relationship of the claimant with the pensioner and/or contains his/her date of birth.



3. The applicant has also to prove that no other surviving member in the family, who may have a prior entitlement for family pension, is eligible. For this purpose, the above and/or any other documents, such as marriage/death/income certificates of the other members, which may be essential in a given situation, may be used.

4. As decided in the SCOVA meeting, a copy of O.M. No.45/51/97-P&PW(E), dated 21.7.1999 is enclosed for circulation to all Ministries/Departments/Associations.



(D.K. Solanki)  
Under Secretary  
Ph: 24644632

All Ministries/Departments/Organisations as per list  
All Pensioners' Associations as per list available in the Department

Copy to NIC for posting it, along with enclosure, on the website of the Department of Pension & PW



(D.K. Solanki)  
Under Secretary

No.45/51/97-P&PW(E)  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Pension & Pensioners' Welfare)  
Third Floor, Lok Nayak Bhavan, New Delhi

Dated: 21<sup>st</sup> July, 1999

**OFFICE MEMORANDUM**

Recommendations of 5<sup>th</sup> Central Pay Commission - Grant of Family Pension to Parents, sons and Daughters - Clarifications regarding.

Orders were issued in this Department's Office Memorandum of even number dated 5th March, 1998 prescribing the income criterion and certain other eligibility conditions for the grant of Family Pension to the dependent parents and widowed or divorced daughters of deceased Central Government employees in pursuance of the recommendations of the 5th Central Pay Commission. This Department has been receiving a number of references seeking clarifications on issues of relevance for implementation of these orders. After consideration of these references, the following clarifications are furnished for the guidance of all concerned:

1. In terms of the OM dated 5th March, 1998, parents who were wholly dependent on the deceased Government Servant when he/she was alive will also be entitled to Family Pension with effect from 1st January, 1998 subject to the fulfilment of the other conditions prescribed in this regard. Doubts have been raised whether parents of Government Servants who died prior to 1st January, 1998 will also be entitled to Family Pension. It is clarified that Family Pension will be admissible in these cases subject to the following:
  - a. The parents were wholly dependent on the Government Servant when he/she was alive;
  - b. The Government servant has not left behind a widow/widower, eligible son or daughter or a widowed/divorced daughter, who will have a prior claim to Family Pension in the order indicated;
  - c. All other prescribed conditions are fulfilled.

The Family Pension will, however, be payable only with effect from 1st January, 1998. It will be the responsibility of the pension sanctioning authorities concerned to satisfy themselves, based on a scrutiny of the service records and other relevant documents, that the parents were, in fact, wholly dependent on the deceased Government Servant when he/she was alive and that he/she has not left behind any of the other specified beneficiaries who have a prior claim to the family pension.

- d. 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.
2. The production of Income Certificate as stipulated in this Department's OM of 5th March, 1998 is also required to be insisted upon before authorizing the Family Pension to the eligible sons and daughters (including widowed/divorced daughters) and dependent parents. In case they are self-employed or are in receipt of income from sources other than employment, Income Certificates furnished by the concerned beneficiaries themselves may be accepted for the purpose.
3. Eligible sons of deceased Government employees will also be required to furnish six-monthly

certificates in regard to their marital status as is required of eligible daughters.

1. Payment of Family Pension is to be discontinued in the event of the eligible sons/daughters (including widowed/divorced daughters) getting married/remarried or on their earning a monthly income exceeding Rs.2550/- or on attaining 25 years of age whichever is earlier. The crucial date for determining their continued eligibility to Family Pension shall be 1st January, 1998 and not 5th March, 1998 (the date of issue of this Department's earlier Office Memorandum) as has been presumed by some of the ministries and departments.

2. These clarifications issue with the concurrence of the Department of Expenditure, vide their No.1064/EV/98 dated 29.6.1999.

3. Ministry of Agriculture, etc. are requested to bring the contents of this Office Memorandum to the notice of their Controllers of Accounts, Pay & Accounts Officers and Attached and Subordinate Offices for their guidance and necessary action.

sd/-  
(RATTAN LAL)  
Deputy Secretary to the Government of India

4. Ministries/Departments of the Government of India.