

No.1/1/2010-DDO-I/412-21
Government of India
Ministry of Water Resources
Central Water Commission
(Accounts-III Section)

Room No.705, Sewa Bhavan
R.K. Puram, New Delhi-110 066
Dated the Twelfth day of July, 2011

CIRCULAR

Subject:- Payment of retirement benefits on last day of the month on the date of superannuation of the employee.

It has come to notice and also observed that in past the employees who are superannuating in respective months of the year are not being paid retirement benefits on the day of superannuation. Hence to remove the bottlenecks and further streamline the procedure, Establishment-IV and PAO(Pension), CWC are requested to issue authority letters for the respective payments before retirement date which are due to employee on his superannuation. Moreover, Establishment-IV is requested to give status report on 15th day of every month for the retiring employees regarding whether payment authority letter of the payments due on superannuation has been issued to Accounts Sections or is still in pipeline on that date. It is further stated that if and only if release of payment authority letter is issued by Establishment-IV, then payment bills can be generated from respective Accounts Sections and further failing which delay would unnecessarily occur in payment of dues to superannuated person on his retirement day and chances would get diminished/bleak and ultimately minimised for delivery of cheques on retirement date.

This may be accorded top priority.

इषक
Despatched / 412-21
A/c - IV, व्यवसाय/निदेश
12-7-11, Section, CWC
R.K. Puram, New Delhi
S. K. Dhar, DDO-I


(S.K. Dhar)
DDO-I

Copy to:-

1. PSO to Chairman, CWC
2. PS to Member(D&R/WP&P/RM), CWC
3. PS to Chief Engineer(HRM)
4. PS to Secretary, CWC
5. Director(Estt.I), CWC
6. PAO(Pension Section), CWC
- ✓ 7. Director(SMD), CWC with the request to upload this circular on CWC Official website/Intranet Portal.

