

12091/MP 5&6 (Pension Cell)

08 Dec 2017

HQ Northern Command
HQ Western Command
HQ Central Command
HQ Eastern Command
HQ Southern Command
HQ South West Command
HQ Andaman & Nicobar Command
HQ ARTRAC
HQ SFC

ADVISORY FOR SUBMISSION OF PENSION DOCU : PMR OFFRS

1. Release orders for offrs proceeding on PMR are issued by the MS Branch giving 90 days time for release. However, most offrs are SOS prior to the last date based on indl reqmts. These offrs do not get sufficient time before retirement to process submission of pension docu to various agencies leading to delayed commencement of the pensionary/retirement benefits. Hence guidelines are being issued in succeeding paras for offrs seeking PMR to facilitate processing of pension docu and avoid inconvenience/hardship to offrs by timely processing of pension docu.

2. Though, on receipt of release order from MS Branch, action is initiated by AG/MP 6, the offrs concerned are advised to immediately inform the concerned section of MP 6/AG's Br so that the fwg docu are desp at the earliest :-

(a) A CD containing all pension docu alongwith detailed advisory.

(b) Draft Service Particulars Booklet for ensuring correctness of the data and early return to MP 5 & 6.

3. **Action by the Offrs Proceeding on PMR.**

(a) Holding of Release Med Bd/Exam (RMB/RME) in terms of AO 3/89 as amended from time to time is mandatory. If the offr is in low medical category, loc of nearest MH be intimated to MP 6 for sending of med docu. A certificate regarding the offr foregoing/receiving lump-sum compensation for the disability is also to be forwarded to this HQ.

(b) Ensure pension forms, completed and checked in all respects, are submitted to PCDA (O) Pune at the earliest.

(c) Fwd Life Time Arrear (LTA) form to concerned sec at MP 6 for verification/ countersignature and onward desp to PCDA (O) Pune.

(d) **ECHS Application**. Offrs are reqd to fill the online Smart Card Applications for ECHS Smart Cards under "Future Retiree" category available on the online portal. Visit ECHS website www.echs.gov.in.

(e) **CSD**. Appln form for CSD smart card alongwith requisite demand draft to be fwd directly to M/s Smart Chip Private Limited, Noida by the offrs through his last unit/ dependent URC.

(f) **AGIF**. An adv copy of combined Appx 'G' (Revised offrs) will be fwd to AGI Dte alongwith two passport size photographs of NOK.

(g) **Indian Army Veteran Card (IAVC)**. On receipt of PPO, the offr may apch nearest Comd HQ/Area/Sub Area/Stn HQ and apply for issue of IAVC. Detailed instrs have been enumerated in AO 01/2017/MP and this office letter Nos 12091/MP 5 & 6 (Pension Cell) dt 05 Oct 2017 and even No dated 05 Dec 2017.

(h) Regn with Zila Saink Board.

(j) Offrs are advised to peruse the following websites and register as per reqmt :-

(i) Resettlement - www.dgrindia.com

(ii) Regn with Army Welfare Placement Org - www.exarmynaukri.com

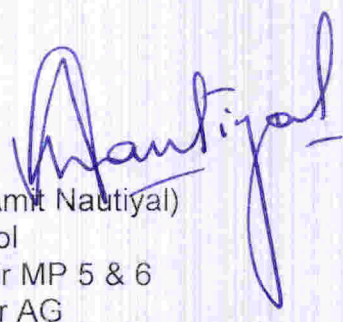
(iii) Regn with Dte of Indian Army Veterans - www.indianarmyveterans.gov.in

(k) Offrs proceeding on PMR are also advised to fwd their mob No, email ID and corres address with PIN No to MP-6 for speedy communication.

4. On receipt of pension docu and SOS Part II Order from the units/offrs, PCDA (O) prepares the Last Pay Cert (LPC)-cum-Data Sheet and fwd it to PCDA (P) Allahabad under intimation to the offr. In case, any discrepancy is observed, the offr, should contact PCDA (O) for rectification. Based on the LPC-cum-Data Sheet, PCDA (P) Allahabad generates e-PPO and fwd it to the concerned Pension Disbursement Agency (PDA) which is the Bank, and this HQ, for onward desp to the offr. On receipt of e-PPO, offrs are advised to contact the concerned bank branch for receiving the pensionary benefits.

5. The offrs/units are advised to publish Part II Order for SOS immediately on release of offrs since PCDA (O) Pune processes the pension documents only on receipt of SOS Part II Order as the date of SOS is the deciding factor for calculating pension and other pensionary benefits.

6. Contents of this advisory may please be given wide publicity.


(Amit Nautiyal)
Col
Dir MP 5 & 6
for AG

Copy to :-

SO to AG

MS Branch /MS(Coord)