**CHECK LIST ( Authorization of Pension)**

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| Sr No | Subject | Issues | Compliance | Relevant Rule/Memo/Resolution/Clarification  |
| 1 | Life time Arrears of Pension of a deceased employee (LTA) | Department has given sanction in favour of a particular child of deceased pensioner/ family pensioner ( spouse is already dead) whereas family details exhibit more heirs. | Department should be asked to give sanction in favour of all heirs. As this office issues authorization only on the basis of sanction given by the department, *suo-moto* mention, without sanction of department to this effect, in authorization that amount is to be distributed among heirs, should be avoided.  | Rule 241(a)(ii) of the BTR, 2011  |
| 2 | LTA | Department has given sanction in favour of a particular child, all other eligible heirs have given affidavits renouncing their share in favour of that child. | Not acceptable. | There is no provision in the BTR, 2011 mentioning that rule 241(a)(ii) can be relaxed if such affidavits are received. |
| 3 | Arrears of Gratuity | There is no nomination by the deceased government servant. Department has given sanction in favour of a particular child of deceased pensioner ( spouse is already dead) whereas family details exhibit more than eligible family member. All other eligible members have given affidavits renouncing their share in favour of that child. | Not acceptable. Gratuity has to be shared equally by the all eligible family members. If sons and/or unmarried daughters surviving, it has to be shared equally by all sons and unmarried daughter. If no son and/or unmarried daughter are there at the time of death of the pensioner, gratuity will be distrusted among widowed/married daughters, brothers below the age of 18, unmarried/widowed sisters, father/mother and children of a pre-deceased son. Affidavits have no bearing on such cases.  | FD Mem No 28619F dated 03.12.1960 & 8321 dated 24.05.1958 |
| 4 | Recovery from the pension | Department has sent a letter requesting recovery of excess payment of pension/ gratuity due to downward revision of last pay. | The PSA should informed that he has to send letter to pensioner requiring him to refund the excess payment within a period of two months from the date of receipt of the notice. On his failure to comply with the notice, the PSA shall order that such excess payment shall be adjusted by short payments in future in one or more instalments, as the PSA may order. It is also worth mention that PSA before sanctioning pension/ family pension has to obtain a prescribed form in annexure “A” (for family pension in annexure”B” ) which an undertaking from the pensioner/ family pensioner will return any amount of excess pension/ gatuity/ DCRG/arears of pension/ gratuity/ family pension. This undertaking is available in form4 in PR cases. However, in subsequent sanction of family pension, annexure “B” is not obtained.  | Rule 202(1) and note below thereunder of the Bihar Pension Rules, 1950 |
| 5 | Pension from retrospective effect | PSA sanctioned pension on 30.06.2025 with retrospective effect from 31.08.2007 (date of retirement of the pensioner) stating that pension paper was submitted by retired employee only now. | If under special circumstances, a pension is granted long after a Government servant has retired, retrospective effect should not be given to it without the special orders of the Government**; in the absence of special orders such a pension takes effect only from the date of sanction.** | Rule 210 of The BPR |
| 6 | Pension for the period of service rendered to Bihar Government | PSA sanctioned pension for the period of service rendered by an ex-employee of Bihar Government who has resigned ( technical or otherwise) from the services of the Bihar Government after being selected for appointment in an autonomous body (including public undertakings) on the basis of his own application. | In the case of a Government servant who is selected for appointment in an autonomous body (including public undertakings) on the basis of his own application, the transfer should not be deemed to be in public interest and government will not accept any liability to pay any retirement benefits or carry forward of leave for the period of service rendered under government. | Para (iii) of FD Memo 5190 F dated 30.04.1976  |
| 7 | Family pension : Widow /divorced /unmarried daughter and handicapped Children  | 1. PSA sanctioned family pension to widow/ divorced / handicapped child who was widowed/ divorced / handicapped after death of both pensioner and his/her spouse.  2. PSA has sanctioned family pension to widow/ divorced / handicapped child on the basis of income certificate of current year whereas both the pensioner and his/ her spouse died several years ago.  | 1. As such child was married/ not handicapped during life time of the pensioner and his/ her spouse, he/she is not dependent children and not eligible for family pension.2. Dependency of a child on pensioner and his/ her spouse is primary requirement of family pension to a child of the pensioner for family pension. ( Dependency means income from all sources below the minimum family pension plus dearness relief thereon which is at present Rs 9,000 plus Rs 4,500 = Rs 13,500). Child income should be considered for the year in which pensioner/ his spouse (whoever has died later) has died.  | 1. (i ) FD letter No वी. (27)/ पे . को . 51/2023-1281 दिनांक 19.12.2023 & (i i ) FD Resolution No वी. (27)/ पे . को . 58/2024-790 दिनांक 07.08.20242. Para (iii) of FD Resolution No वी. (27)/ पे . को . 58/2024-790 दिनांक 07.08.2024 |
| 8 | Family Pension: Handicapped child | PSA has sanctioned family pension to handicapped child without a certificate from the Civil Surgeon to the effect that due to this handicap, the child is unable to earn his/her livelihood.  | PSA has to sanction family pension to handicapped child on the basis of a certificate from the Civil Surgeon to the effect that due to this handicap, the child is unable to earn his/her livelihood.  | Para D of FD Resolution No P. P. 11.1025/ 75/1884 F dated 19.03. 1975 and note (iii) of Pension Form 4.  |
| 9 | Family Pension: Second wife/ husband | 1. PSA has sanctioned family pension to second wife of a deceased Hindu employee where second marriage was solemnized during life time of first wife.2. PSA has sanctioned family pension to second wife of a deceased Muslim employee where second marriage was solemnized during life time of first wife and no permission from the state government was obtained. | 1. Second wife is not entitled for family pension if second marriage is solemnized during life time of the first wife. However, eligible children from second wife is eligible for half of the family pension. Other half of family pension is given to the first wife and after her death to eligible child of her. 2. Second wife is eligible for half of the family pension only if permission from the state government was obtained. In absence of such permission, eligible children from second wife is eligible for half of the family pension. Other half of family pension is given to the first wife and after her death to eligible child of her. |  Government of Bihare OM No PC-1-Mis41/ 92/ 10059/Fi/ dated 06.09.1996. Benefit of subsequent Resolution No Vi(27)/Pe Ko/2010/1549 date 27.06.2011 is available to only Muslim employees.  |
| 10 | Family Pension : Father/ Mother | PSA has sanctioned family pension to father/ mother of the deceased employee who is survived by a son.  | Dependent mother/ father is eligible for family pension if deceased employee has not left widow or any living child. | FD Resolution No 11556 dated 22.12.1999 |
| 11  | Addition of name of widow/ divorced/ unmarried daughter handicapped child in already issued PPO  | PSA has send the proposal for adding name of widow/ divorced daughter in already issued PPO. | There can be no addition of name of widow/ divorced/ unmarried daughter handicapped child daughter in already issued PPO. At the time of actual claiming of family pension, the claimant has to furnish all the required documents/ certificates to the PSA. The PSA will sanction family pension and send it to AG Office for authorization.  | FD Resolution No वी.(27)/ पे.को. 58/2024-416 (पे.) दिनांक 06.06.2025 |