

**Pension:-** Means a periodical payment made by Government" in consideration of the services rendered by a Government servant in accordance with rules.

The minimum length of service required for pension is ten years while for the gratuity the required length of service is five years or more but less than 10 years.

a. **Classes of Pension:**

- i. **Superannuation Pension:** Granted on completion of age of superannuation which presently is 60 years under the law.
  - ii. **Retiring Pension:** Granted to a Government servant who is permitted or required by Government to retire after completing qualifying service of 25 years. The retiring pension is also granted to a Government servant who is compulsorily retired under the E & D Rules.
  - iii. **Invalid Pension:** Awarded to a Government servant who by bodily or mental infirmity is permanently incapacitated by the standing Medical Board or standing invaliding committee or Medical Superintendent as described below:-  
The standing Medical Board or standing invaliding committee in the case of Government servants in B-16 and above. Medical Superintendent DHQ/Services Hospital in case of Government servant in B-1 to B-15.  
Note:- A Government servant should be invalided within thirty days of the receipt of Medical Certificate or if he is on leave or is granted leave as a special case, on the expiry of such leave whichever may be later.
  - iv. **Compensation Pension:** Granted on the eve of abolition of a permanent post, if an incumbent of such post is not absorbed in any other service/post.
- b. **Family Pension:** Granted to the family members of a Government servant in case of his death during service or to the family of a pensioner in the event of his death.
- i. In case the civil servant dies during service, the family pension shall be admissible at the rate 50 % of Gross pension. The gratuity in lieu of one fourth of gross pension on the basis of age of the deceased civil servant according to commutation table will also be paid. If the civil servant dies after retirement, the family pension would be admissible equal to 50 % of the net or reduced pension.
  - ii. The widow will get pension for life or till her remarriage. The husband of the deceased female servant will get pension for 10 years.
  - iii. In case the civil servant dies, and the widow is also a civil servant, the pension would only cease in case of

death or remarriage of the widow.

**Family Includes:-**

- a) Wife/Wives of a male Government servant. b) Husband of the deceased Government servant.
- c) Widow / widows and children of a deceased son of the Government servant.
- iv. If the widow dies, the pension will be admissible to the sons, if any until they attain the age of 21 'years and the unmarried daughter, if any, until they are married or attain the age of 21 years, whichever is earlier.

c. **Extraordinary Pension:**

Is granted in addition to normal pension whose death, injury or disability etc is directly attributed to duty in service.

d. **Anticipatory Pension:-**

If there is an apprehension that finalization of pension case of a Government servant will be delayed, a pension upto 80 % of the admissible pension may be issued by competent authority without reference to audit office.

e. **Compassionate allowance:-**

No pension shall be admissible to a civil servant who dismissed or removed from service for reasons of discipline, but government may sanction compassionate allowance to such a civil servant, not exceeding two thirds of the pension or gratuity which would have been admissible to him had he been invalided from service on the date of S1J dismissal or removal.

**Conditions for the Grant of Pension:**

- The service must be under Government.
- The service must be pensionable.
- The servant must be paid out of the consolidated fund.

**Service Qualifying for Pension:**

- All periods of leave, other than extraordinary leave.
- The period of suspension followed by re-installment.
- Probationary period followed by confirmation.
- Half of period of apprenticeship.

- Military pensionable service which terminates before a pension has been earned in respect of it, when followed by Civil pensionable service, counts as part of such service provided that any bonus or gratuity received in lieu of pension on or since discharge from military service shall be refunded in lumpsum or in monthly installments not exceeding 36. The military service of the individual concerned and the amount of gratuity paid to him should be verified by reference to the Controller of Military Accounts.
- Time occupied in transit from one appointment to another.
- Period of training during service.
- Periods spent in Foreign Service if pension contributions are paid.

**Service which does not qualify for Pension:**

- Extraordinary leave (i.e. leave without pay).
- Overstayal of joining time or leave.
- Half of the Apprenticeship period.
- Foreign service if pension contributions are not paid.

**Forfeiture of past Service:**

A Government servant forfeits his past service in the following cases:-

1. Resignation of a post unless it is to take up another post, service in which counts for pension.
2. Removal or dismissal from service on account of misconduct, insolvency or inefficiency.
3. Absence from duty without leave.

Note:- The pension sanctioning authority may commute retrospectively periods of absence without leave into extraordinary leave.

**Condonation of interruption and deficiencies:**

**Interruption:**

- a. The Administrative Department may for purpose of pension condone all gaps between qualifying service of a Government servant.
- b. The period of extraordinary leave shall not be treated as qualifying service for pension but only as a bridge between the two periods of qualifying service Interruption in service due to other reasons may be condoned provided such interruption is not due to any fault or willful act of the Government servant, like unauthorized absence, resignation or removal from service. Interruption due to removal on account of reduction and retrenchment of the post shall however be deemed to have been condoned. The periods of such interruptions shall not, however, count as qualifying service for pension.

**Deficiency:**

- a. A deficiency in qualifying service upto 6 months is automatically condoned.

- b. A deficiency in service for more than 6 months but less than a year can be condoned by a competent authority subject to the following conditions:-
  - i. The Government servant has died while in service or has retired under circumstances beyond his control, such as on invalidation or abolition of his post, and would have completed another year of qualifying service, if he had not died or retired.
  - ii. The service rendered by him had been meritorious;
- c. A deficiency of full one year or more cannot be condoned.

**Factors involved in calculation of Pension:-**

- a. Last Pay: i.e. Basic pay, additional pay / special pay, personal pay, technical pay, indexed pay, senior post allowance, increment accrued during L.P .R, Dearness allowance, any other addition to pay which may specially be declared by Govt: as emoluments reckoning for pension.
- b. Net Qualifying Service:
- c. Formula of Calculation of pension:

Last pay x Service (upto 30 years) x 7  
300  
Plus

Service benefit@ 2 % for each completed year of service in addition to 30 years subject to a maximum of 10 %.

**Commutation:-**

- An amount upto 50 % of the Gross pension can be commuted at the rate of commutation table with reference to the age of the Government servant on the next birthday.
- The commuted value of pension shall be restored on outliving the period for which commuted value was paid. In restoration, fraction of a year shown in the commutation table which is less than six months will be ignored and that of six months and more will count as one year.
- The gratuity has been abolished altogether w.e.f. 1.7.1986. However, the amount surrendered for gratuity before 1.7.1986 shall be restored after outliving the period for which gratuity was allowed.
- Commutation is not subject to medical certificate if it is asked for within one year of the date of retirement. This is not applicable in the case of invalid pension. In the cases of premature retirement on medical grounds, the requirement of medical examination shall not be waived.
- A civil servant after attaining the age of 60 years will be allowed commuted value of pension as applicable to the age of 60 years, instead of 61 years.

**Amount of gratuity in the case of Govt:**

servant having more than five but less than ten year service. Gratuity is paid at the rate of one month pension able emoluments for each completed year of service. In case of death or invalidation, gratuity at the rate of one and half month's emoluments is paid for each completed year of service.

**General Orders:**

- Good conduct during and after service is an implied condition. The pension can be reduced or stopped if the conduct of Govt: Servant during service and or after retirement is not satisfactory.
- There is no maximum limit of pension. \* Except with the previous sanction of the Govt:, No pensioner shall within a period of two years from the date of his retirement, take part in any election or engage in politics.

**Pension Sanctioning Authority:**

- a. The appointing authority can accord sanction of pension for civil servants in Grade- I 6 and below.
- b. The Secretary of the Department concerned shall have the powers. to grant/sanction all kinds of pension, excluding compassionate allowance to civil Servants in Grades I 7 to 19 who are or have been working under his administrative control immediately before retirement. The extraordinary pension shall be sanctioned with the prior concurrence of Finance Department.
- c. The Chief Secretary shall have powers to accord sanction of pension to Officers in B-20 and above.

**Commutation Table**

Age Next Birthday	Numbers of years purchased		Age Next Birthday	Numbers of years purchased	
20	50.6304	607-5648	50	22.8911	274-6932
21	49.6676	596-0112	51	22.0658	264-7896
22	48.7066	584-4792	52	21.2563	255-0756
23	47.7464	572-9604	53	20.4638	245-5656
24	46.7884	561-4608	54	19.6896	236-2752
25	45.8314	549-9768	55	18.9348	227-2176
26	44.8758	538-5096	56	18.2002	218-4024
27	43.9215	527-0580	57	17.4860	209-8320
28	42.9688	515-6256	58	16.7925	201-5100
29	42.0179	504-2148	59	16.1191	193-4292
30	41.0089	492-1068	60	15.4649	185-5788
31	40.1218	481-4616	61	14.8290	177-9480

32	39.1767	470-1204	62	14.2105	170-5260
33	38.2336	458-8032	63	13.6090	163-3080
34	37.2929	447-5148	64	13.0239	156-2868
35	36.3551	436-2612	65	12.4549	149-4588
36	35.4203	425-0436	66	11.9017	142-8204
37	34.4885	413-8620	67	11.3643	136-3716
38	33.5603	402-7236	68	10.8428	130-1136
39	32.6361	391-6332	69	10.3371	124-0452
40	34.7160	380-5020	70	9.8472	118-1664
41	30.8007	369-6084	71	9.3729	112-4748
42	29.8907	358-6884	72	8.9142	106-9704
43	28.9800	347-7600	73	8.4708	101-6496
44	28.0891	337-0692	74	8.0427	96-5124
45	27.1990	326-3880	75	7.6299	91-5588
46	26.3172	315-8064	76	7.2322	86-8764
47	25.4444	305-3328	77	6.8496	82-1952
48	24.5816	294-9792	78	6.4818	77-7816
49	23.7301	294-7612	79	6.1287	73-5444
			80	5.7901	69-4812

**OTHER PENSION RULES CONTINUED**

**NO.FD/SO(SR-II)/4-111/2003 / Vol-II**

**Dated Peshawar, 1st October 2003.**

Subject: - **GRANT OF INCREASE IN PENSION TO CIVIL PENSIONERS OF  
THE NWFP GOVERNMENT**

I am directed to refer to this Department's letter of even number dated: 9-7-2003 on the subject noted above and to say that queries have been received in this Department, as to whether 15% increase in pension is also admissible to those Government servants who would retire on or after 01-07-2003.

2. It is clarified that the said increase in pension is admissible until further orders to those Government servants as well who retired /may retire on or after 01-07-2003.

**NO.SOSR.III (FE&TD) 4-36/76/Vol:IV**

**Dated Peshawar, 26th June, 2000.**

Subject: **SIMPLIFICATION OF PROCEDURE REGARDING PENSION.**

I am directed to refer to the subject noted above and to say that under Para 1(j) of the Finance Department's letter No.SO(SR.III)FD/4-36/76, dated 4-6-1977 all periods of suspension followed by re- instatement should qualify for pension regardless of the fact whether the Government Servant was or was nor allowed full pay and allowances for the period of suspension. In other words, the mere act of re-instatement should be deemed to have rendered the period of suspension as qualifying for pension.

2. A question has been raised whether in the case of a Government Servant who dies during the period of suspension the intervening period between the date of suspension and death would qualify for pension or otherwise.

3. After examination of the matter it has been decided that in cases similar to that as referred to above the period of suspension would qualify pension as in the case of reinstatement .

**NO.SOSR.III (FE&TD) 4-199/76/Vol:III**

**Dated Peshawar, 20th October 2000**

**Subject: FURTHER LIBERALIZATION OF PENSION.**

I am directed to refer to the subject noted above and to say that under the existing instructions the family pension will be admissible to :-

- (i) The widow or widower as the case may be, of the deceased Government Servant for life or until re-marriage; and
- (ii) failing (i) above to the Sons, if any, until they attain the age of 21 years and the un-married daughters, if any, till they are married or attain the age of 21 years, which-ever is earlier.

2. It has been decided that failing (i) and (ii) above the family pension will be admissible to the surviving un-married daughter till marriage. In case there are more than one such daughter the amount will be divided equally. No arrears will be allowed prior to 20-10-2000.

**NO.SOSR-III-II /FD/4-132/86/  
Dated Peshawar the 15<sup>th</sup> April 2002**

Subject: **GRANT OF COMMUTATION TO THE WIDOW OF GOVERNMENT  
SERVANT COMPULSORILY RETIRED FROM SERVICE BUT EXPIRED  
BEFORE SIGNING HIS PENSION/ COMMUTATION CLAIMS.**

I am directed to refer to this Department letter of even number dated 2<sup>nd</sup> August 1986 on the subject noted above and to state that commutation upto 50% of gross pension was admissible to a Civil pensioner at his option. Under the existing procedure as contained in this Department letter No.FD(PRC) 1-1/2001, dated 27-10-2001 the entitlement of commuted value upto 40% of gross pension becomes valid as and when a government servant, while in service or on retirement, exercises his option for commuted value of pension on prescribed form (C.S.R-25 Revised).

2. Some references have been received in this Department where government servants while having been retired compulsorily could not sign their pension papers due to their death. Consequently the bereaved families of deceased government servants were not given the benefit of the commuted value of pension under the existing rules.

3. The case has been considered and it has been decided that the family of a deceased government servant, who after having compulsorily retired could not sign his pension papers due to death, shall also be entitled for the commuted value of pension hence forth subject to fulfillment of all other conditions in this regard.

**NO.SOSR-III-II (FD) 4-92/85/VOL-II**  
**Dated Peshawar the 12<sup>th</sup> September 2002.**

Subject: **RESTORATION OF PENSION SURRENDERED IN LIEU OF  
COMMUTATION/GRATUITY**

I am directed to refer to para18 (e) of Finance Department Government of N.W.F.P letter No.FD (PRC) 1-1/2001, dated: 27-10-2001 under which the benefit of restoration of surrendered portion of pension in lieu of commutation / gratuity was withdrawn with effect from 01-12-2001 irrespective of an employees date of retirement. The old pensioners have requested for reconsideration of this decision in so much as that it may not be made applicable to Government servants who retired prior to 01-12-2001.

2. The case has been reconsidered and it has been decided that all those Government servants who retired prior to 01122001 others those who have opted to remain in Pay Scales of 1994 shall be entitled to the restoration of surrendered portion of pension in lieu of commutation /gratuity.

3. It has also been decided that all other benefits available under the 1994 scales shall continue for those who have opted to remain in the 1994 scales. Government servants who availed the benefit of presumptive fixation of pay in the 2001 scales i.e. those who retired between 01-7-2001 to 01-12-2001 shall be governed by the Pay and Pension Package of the 2001 pay scales.

**NO.FD/SOSR-II/4-199/2002/  
Dated Peshawar the 24<sup>th</sup> February 2004.**

Subject: **CONTINUATION OF PAYMENT OF SALARY ETC TO MARTYRS IN THE  
POLICE DEPARTMENT.**

Reference your letter No.10973/A-2, dated: 22-10-2003 addressed to the Chief Secretary, Government of N.W.F.P Peshawar on the subject noted above.

2. The Chief Minister N.W.F.P is pleased to approve the payment of last pay & allowances drawn by the Shaheed Police officials for the remaining period of their service (up to the age of superannuation ) with immediate effect subject to following conditions:-

- i)Pension will not be attracted in the matter as the bereaved families would qualify for pension only after the remaining period of service upto the age of superannuation has expired.
- ii)The financial liability to be caused by this decision will be met out of existing budget and no additional funds will be demanded as savings in the head of pay and allowances are quite substantial every year.
- iii)Widow of the Shaheed Police official shall be entitled to free medical facilities till the date of superannuation of the Shaheed or remarriage which ever is earlier. The children of Shaheed Police official shall also be entitled to free medical facilities in Government Hospital till attaining the age of 20 years or superannuation of the Shaheed Police official or whichever is earlier.
- iv)It shall not have any retrospective effect.