

**GOVERNMENT OF ANDHRA PRADESH
FINANCE (HR.III-PENSIONS & GPF) DEPARTMENT**

Memo.No.2459024/FIN01-HROMISC/86/2024-HR-III Dt:04-02-2026

Subject: Draft Andhra Pradesh Civil Services Pension Rules, 2026 –
Feedback from Recognised Employee Associations - Reg.

Finance Department has prepared the Andhra Pradesh Civil Services Pension Rules, 2026 after a thorough examination of the existing processes as per Andhra Pradesh Revised Pension Rules, 1980 and various instructions issued from time to time. the draft rules are seen by Law Department and General Administration department and the feedback given by the two departments is incorporated appropriately.

2. In order to ensure wider consultation and to obtain constructive inputs from all stakeholders, the draft rules are hereby shared with the Recognised Service Associations for their feedback and suggestions.

3. The Recognised Service Associations are requested to examine the draft rules in detail and furnish their views, comments and suggestions in writing, if any, by 20th Feb 2026, to enable the Government to take further action in the matter.

**VADAREVU VINAY CHAND
SECRETARY TO GOVERNMENT (HR & EXPR)**

(Encl: Draft Andhra Pradesh Civil Services Pension Rules, 2026)

To

The Andhra Pradesh Non-Gazetted, Gazetted Officers Association
The Andhra Pradesh Secretariat Association
The Andhra Pradesh State Teachers Union (AP STU)
The Progressive Recognized Teachers Association AP (PRTU AP)
The Andhra Pradesh United Teachers Federation (AP UTF)
The A.P Teachers Federation (APTF) (Regd. No. 1938)
The Andhra Pradesh Revenue Service Association
The A.P Government Employees Association
The Andhra Pradesh Upadhyaya Sangham (APUS)
All Andhra Pradesh Government Class-IV Employees Central
Association

The A.P Government Vehicle Drivers' Central Association
The AP Cooperative Service Association
The A.P. State Govt. Retired Employees Association (Special Invitee)
The State Govt. Pensioners' Association, AP (Special Invitee)

Copy to:

The P.S to Principal Secretary to Government, Finance
The P.S to Secretary to Government (HR & Expr.)
The P.A to Joint Secretary to Government (HR)
The Director of Treasuries & Accounts, A.P., Mangalagiri.
The Pay and Accounts Officer, A.P. Mangalagiri.
The Director of State Audit, A.P., Mangalagiri.
The Director of Insurance, A.P., Mangalagiri
The CEO, APCFSS, Mangalagiri

//FORWARDED::BY ORDER//


SECTION OFFICER



GOVERNMENT OF ANDHRA PRADESH

**ANDHRA PRADESH CIVIL SERVICES
(PENSION) RULES, 2026**

**Finance Department,
Government of Andhra Pradesh**

TABLE OF CONTENTS

Rule No.	Rule Title	Page No.
CHAPTER – I : PRELIMINARY		
1.	Short Title and Commencement	1
2.	Applicability	1
3.	Definitions	1
CHAPTER – II : GENERAL CONDITIONS		
4.	Limitations on Number of Pensions	11
5.	Power to Withhold or Withdraw Pension and Gratuity	11
6.	Employment after Retirement	20
CHAPTER – III : QUALIFYING SERVICE		
7.	General Conditions Governing Qualifying Service	23
8.	Counting of Service Rendered in Government of India or a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking	25
9.	Counting the Military Service Rendered before Employment with the Government	26
10.	Counting the Service Rendered in Certain Cases	27
11.	Interruption in Service and Forfeiture of Service	28
CHAPTER – IV : CLASSES OF PENSIONS		
12.	Superannuation Pension	30
13.	Pension on Voluntary Retirement	30
14.	Retiring Pension upon Retirement after Completing Thirty Three (33) Years of Qualifying Service	32
15.	Proportionate Pension on Absorption in Government of India or in a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking	33
16.	Pensions Contingent upon Departmental / Judicial Proceedings	35
17.	Pension on Medical Invalidation	38
CHAPTER – V : CALCULATION OF PENSION		
18.	Emoluments in the Context of Pensionary Benefits	40
19.	Calculation of Service Pension	41
20.	Revision and Consolidation of Pension	42

Rule No.	Rule Title	Page No.
CHAPTER – VI : GRATUITY		
21.	Nomination for Gratuity by the Government employee	44
22.	Calculation and Payment of Gratuity	45
CHAPTER – VII : COMMUTATION OF PENSION		
23.	General Conditions Governing Commutation of Pension	50
24.	Role of Medical Examination in Commutation	51
25.	Calculation of Commuted Value of Pension (CVP)	52
26.	Reduction and Restoration of Service Pension	53
CHAPTER – VIII : FAMILY PENSION		
27.	Enhanced Family Pension (EFP) and Normal Family Pension (NFP)	55
28.	Conditions Governing Payment of Family Pension	57
CHAPTER – IX : PROCESSING OF PENSION CASES		
29.	Pre-Retirement Activities	63
30.	Key Stakeholders and their Responsibilities	65
31.	Processing, Sanctioning and Authorizing the Pension Proposal	65
32.	Processing of Commutation Applied after Retirement	70
33.	Payment of Pension Contribution by Borrowing Organizations	72
34.	Sanction of Pensionary Benefits in Certain Cases	72
CHAPTER –X : MISCELLANEOUS		
35.	Deployment of Online Application for Processing Pensionary Benefits	76
36.	Interpretation of these Rules	76
37.	Power to Relax these Rules	76
38.	Power to Provide for Residual Matters	76
39.	Repeal and Saving	76
40.	Review and Revision	77
Annexure-I: Commutation Table		78
Annexure-II: Mapping of AP Revised Pension Rules, 1980 and AP Civil Services (Pension) Rules, 2026		79

In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India and of all other powers hereunto enabling, the Governor of Andhra Pradesh hereby makes the following rules:

CHAPTER - I

PRELIMINARY

1. Short Title and Commencement

- 1) These rules shall be called the Andhra Pradesh Civil Services (Pension) Rules, 2026.
- 2) These rules shall come into force with effect from the date of publication in the Andhra Pradesh Gazette.

2. Applicability

- 1) These rules shall apply to the Government employees recruited and appointed in substantive posts on or before the 31st day of August, 2004 in the pensionable establishment of the Government, and are being governed by the Andhra Pradesh Revised Pension Rules, 1980 as on the date of commencement of these rules.
- 2) These rules shall not apply to the persons whose appointments are made on full time / part time contingent basis or on nominal muster rolls / daily wages / consolidated pay or on full time / part time contract basis, without regard to the fact whether such appointments are made in substantive posts or not and irrespective of their dates of appointment.

3. Definitions

In the context of these rules, the following terms shall carry the meanings given to them as below.

- 1) “Additional Quantum of Pension” means a percentage of basic pension (Service Pension or Normal Family Pension) that becomes additionally payable to the Service Pensioner or the Family Pensioner, as the case may be, upon attaining a certain age, as specified by the Government from time to time;
- 2) “Adopted Son/Daughter” means a son/daughter adopted by the Government employee/ service pensioner, as per the Juvenile Justice (Care and Protection of Children) Act, 2015 or the Hindu Adoptions and Maintenance Act, 1956, as amended by the Government of India from time to time;

- 3) “Alternative Nominee” means a person nominated by the Government employee, to whom the rights of a nominee to receive the pensionary benefits shall pass in the event that the nominee predeceases the Government employee or the service pensioner;
- 4) “Appointing Authority” means the authority which is competent to make appointments to the category of post in which the Government employee is working at the time of retirement;
- 5) “Public Sector Entity (PSE)” includes,
 - a) Corporation or Company established under the Companies Act, 2013 or under a statute of Central/State Government or a Public Sector Undertaking, wholly or substantially owned or controlled by the Government,
 - b) Society established by the Government under the Societies Registration Act, 2001 or A.P. Public Societies Act 1930, or any other appropriate Act for registration of Societies in force, as amended from time to time,
 - c) University/ Institution/ Board or any other body established under a law made by the Andhra Pradesh State Legislature,
- 6) “Basic Pension” means the amount of service pension or family pension as the case may be, calculated as per the provisions of these rules, excluding the Dearness Relief applicable;
- 7) “APCCA Rules” means the Andhra Pradesh Civil Services (Classification, Control and Appeal) Rules, 1991, as amended by the Government from time to time;
- 8) The expression “Civil Proceedings” refers to the proceedings in respect of a civil suit filed by the Government;
- 9) “Commuted Value of Pension (CVP)” means the lumpsum amount paid to the retired Government employee upon opting to avail commutation of pension;
- 10) “Commutation of Pension” means the voluntary surrender by the retiring/retired Government employee, of a portion of Service Pension subject to a maximum percentage limit and for a period, both specified by the Government from time to time, to receive a lumpsum Commuted Value of Pension from the Government in lieu of the surrendered portion of Service Pension;
- 11) “Commutation Percentage” means the percentage of Service Pension voluntarily surrendered by a retiring/retired Government employee, to receive the Commuted Value of Pension from the Government in lieu of the surrendered portion of his/her service pension;

- 12) "Commutation Period" means the time period specified by the Government from time to time, during which the Commuted Portion of Pension is deducted from the monthly service pension, in order to recover the Commuted Value of Pension paid to the retired Government employee in lieu of the portion of Service Pension voluntarily surrendered;
- 13) "Commuted Portion of Pension" means the amount of service pension voluntarily surrendered by the retired Government employee, for the Commutation Period, in order to receive a lumpsum Commuted Value of Pension from the Government;
- 14) "Commercial Employment" in respect of a retired Government employee means,
- a) an employment in any capacity including that of an agent, under a company, co-operative society (which includes holding of any office, whether elective or otherwise, such as that of President, Chairman, Manager, Secretary, Treasurer and the like, by whatever name called in such society), firm or individual engagement in trading, commercial, industrial, financial or professional business and also a directorship of such company and partnership of such firm, or,
 - b) setting up practice, either independently or as a partner of a firm or as an adviser or as a consultant where,
 - i. the matters in respect of which the practice is to be set up or is carried on are relatable to his/her official knowledge or experience; or
 - ii. joining such practice / firm may give the clients an unfair advantage by reason of his/her previous official position, or,
 - iii. he/she has to undertake work involving liaison or contact with the offices or officers of the Government.
 - c) Employment in/under a Public Sector Entity (PSE) does not fall under the ambit of Commercial Employment;
- 15) "Death Gratuity" means the amount of Gratuity that becomes payable to a person nominated by the Government employee as specified in these rules, upon death of the Government employee while in service;
- 16) "District Level Committee" means the committee constituted by the Government at the district level for the purpose of evaluating the case of medical invalidation for the employees working at regional/ zonal/ district level and below;

- 17) “Drawing and Disbursing Officer” means the competent officer who is entrusted with the duty of drawing and disbursing the pay and allowances of the staff under the control of the Head of Office concerned;
- 18) “Emoluments” means,
- a) the basic pay drawn by the Government employee at the time of retirement or death, as the case may be, for the purpose of calculating,
 - i. Service Pension,
 - ii. Enhanced Family Pension (EFP) and
 - iii. Normal Family Pension (NFP)
 - b) the sum of the basic pay and dearness allowance drawn by the Government employee at the time of retirement or death, as the case may be, for the purpose of calculating Retirement Gratuity and Death Gratuity
 - c) the sum of the basic pay, dearness allowance and house rent allowance drawn by the Government employee at the time of death, for the purpose of calculating the Family Pension payable till the date of retirement on superannuation had he/she been alive (only in case of Government employees who died in harness while performing risk-borne official duties);
- 19) “Employment under any Government outside India” in respect of a retired Government employee means, the employment under a Local Authority or Corporation or any other Institution or Organization which functions under the supervision or control of a Government outside India, or employment under an International Organization of which the Government of India is not a member;
- 20) “Establishment Officer” means the person who is designated by the Head of Office as the in-charge of establishment matters for the purpose of processing retirement benefits in an office;
- 21) “Family” for the purpose of nomination for Gratuity, means
- Family Category – A**
- a) Spouse, including judicially separated spouse;
 - b) Son(s) including stepson(s) and also adopted son(s) where their personal law permits such adoption;
 - c) Unmarried daughter(s) including stepdaughter(s) and also adopted daughter(s) where their personal law permits such adoption;
 - d) Widowed or divorced daughter(s) including stepdaughter(s) and also adopted daughter(s) where their personal law permits such adoption;

Family Category – B

- e) Father including adoptive father where their personal law permits such adoption;
 - f) Mother including adoptive mother in the case of individuals whose personal law permits adoption;
 - g) Brother(s) including stepbrother(s) below the age of eighteen (18) years, and in case of those suffering from any disorder or disability of mind or body, without any age limit;
 - h) Unmarried, widowed or divorced sister(s) including stepsister(s);
 - i) Married daughter(s);
 - j) Widow of a predeceased son; and
 - k) Child(ren) of a pre-deceased son;
- 22) “Family Pension” means the amount of the Normal Family Pension (NFP) or amount of the Enhanced Family Pension (EFP) paid upon death of the Government employee while in service or after retirement, or the Family Pension paid in case of death of the Government employee while performing risk borne duties, as the case may be, to his/her eligible member(s) of the family as per these rules;
- 23) “Family Pensioner” means the eligible member of the family of the Government employee who receives the amount of monthly family pension as per the provisions of these rules;
- 24) “Foreign Service” means the service in which a Government employee receives his/her pay, with the sanction of the Government, from any source other than the Consolidated Fund of the State;
- 25) “Government” means the Government of Andhra Pradesh;
- 26) “Government employee” or “Employee” means an employee of the Government of Andhra Pradesh recruited and appointed in accordance with the provisions of relevant service rules in a substantive post sanctioned by the Government, in a temporary or substantive or officiating capacity, and whose service conditions are governed by the rules made by the Government under the proviso to Article 309 of the Constitution of India;
- 27) “Government Service” means the period of service rendered by the Government employee in a substantive or officiating or temporary capacity in a sanctioned substantive post in the Government;
- 28) “Gratuity” means the Retirement Gratuity or Death Gratuity payable to the retiring Government employee as per these rules;

- 29) “Head of the Department (HoD)” means an authority or person whom the Government may, by order, specify as Head of the Department from time to time;
- 30) “Head of Office” means a Government employee who may, by order by the HoD or the Government, be declared as Head of Office;
- 31) “Life Time Arrears (LTA) of Pension” means the service pension/family pension not drawn by the service pensioner/family pensioner during his/her lifetime, due to which it remains as arrears and becomes payable to the person nominated by the retiring Government employee, upon death of the service pensioner/ family pensioner;
- 32) “Medical Board” means a team of doctors functioning from teaching hospitals/district hospitals, constituted by the Government through appropriate orders, to carry out a detailed medical examination of the Government employee/ Service Pensioner, referred to it.
- 33) “Misconduct” in the context of a retiring Government employee or a Service Pensioner, as the case may be, includes, violation of the code of conduct specified in Andhra Pradesh Civil Services (Conduct) Rules, 1964, as amended by the Government from time to time while in service, which would entail an imposition of a penalty under APCCA Rules;
- 34) “NIDHI” means the electronic platform for delivery of IT enabled services of the Finance Department, Government of Andhra Pradesh;
- 35) “Nominee” means a person specified by the Government employee as the recipient of pensionary benefits in the event of his/her death;
- 36) “Officiating Capacity” means the case, where a Government employee performs the duty of a post on which another employee holds a lien, or the duty of a vacant post on which no other employee holds a lien. The authority which has power to make a substantive appointment to a vacant post may appoint a Government employee to officiate in it;
- 37) “Pay” means the amount drawn monthly by a Government employee as basic pay in the time scale of pay attached to the post held by him. Special pay or Personal pay or any other emoluments, if specifically mentioned as ‘Pay’ in the sanction order concerned, shall also be considered as ‘Pay’;
- 38) “Pension” means the service pension paid to the service pensioner or the family pension paid to the family pensioner, as the case may be, under these rules;

- 39) “Pension Authorizing Authority (PAA)” means the Accountant General of Andhra Pradesh or/and the Director of State Audit Department or/and any other authority designated by the Government as competent to verify and authorize the amounts of pensionary benefits as per the rules and executive instructions in force;
- 40) “Pension Disbursing Officer (PDO)” means the Treasury Officer or the Pay & Accounts Officer or any other Officer designated by the Government as competent to disburse the amounts of pensionary benefits as per the rules and executive instructions in force;
- 41) “Pension Sanctioning Authority (PSA)” means the Officer designated by the Government as competent to verify and sanction the pension proposal as per the rules and executive instructions in force;
- 42) “Pensionable Establishment” constitutes such appointments made in the Government, where the Government employees so appointed substantively shall be entitled to the pensionary benefits upon retirement, as per the relevant rules and executive instructions in force. The appointments made on full-time / part-time contingent basis or on nominal muster rolls, daily wages, consolidated pay or on full-time / part-time contract basis or on outsourcing basis or any such basis as specified by the Government from time to time, *shall not be* part of the Pensionable Establishment, without regard to the fact whether their appointments are made in substantive posts or not and irrespective of their dates of appointment;
- 43) “Pensionary Benefits” means the benefits namely
- a) Service Pension/Service Gratuity in lieu of pension, Retirement Gratuity, Commutation of Pension, paid to a Government employee upon retirement from service or
 - b) Family Pension & Death Gratuity, paid to the eligible family member/nominee, as applicable, upon death of the Government employee while in service;
- 44) “Pre-Retirement Service Verification (PRSV)” means the process of verification and certification of service particulars of the employee two (2) years prior to retirement, by the authorities as specified in these rules;
- 45) “Provisional Pension” means the amount paid to the retiring Government employee as per the provisions of these rules, in a case where departmental or judicial proceedings are pending against such employee at the time of retirement.

Provisional pension shall be converted into a service pension upon conclusion of the said departmental/ judicial proceedings;

- 46) "Pensioner Verification Certificate (PVC)" means the certificate submitted by the service pensioner or the family pensioner, as the case may be, to establish proof of life, current employment and marital status etc., so as to determine the eligibility for continuation of pension, in such manner as specified by the Government from time to time;
- 47) "Reduced Service Pension (RSP)" means the service pension remaining after deduction of the applicable Commuted Portion of Pension, which becomes payable to the Service Pensioner during the Commutation Period, as per the provisions relevant to Commutation of Pension specified in these rules;
- 48) "Retirement Gratuity" means the amount paid as part of the pensionary benefits to a Government employee at the time of retirement, if he/she has rendered a minimum qualifying service of five (5) years, including the additional qualifying service (weightage) if admissible, as per the provisions of these rules;
- 49) "Secretary of the Department" includes Special Chief Secretary or Principal Secretary or Secretary or Ex-Officio Secretary to Government;
- 50) "Serious Crime" means such offences under Bharatiya Nyaya Sanhita, 2023, and any other penal law which relate to moral turpitude, as amended by the Government of India from time to time;
- 51) "Service Pension" means any class of pension (Superannuation Pension, Pension on Voluntary Retirement, Retiring Pension, Proportionate Pension, Pension on Medical Invalidation, Compulsory Retirement Pension, etc.) specified in these rules and paid monthly to a retired Government employee till death;
- 52) "Service Pensioner" means the retired Government employee, who is in receipt of any class of service pension or the provisional pension specified in these rules;
- 53) "Spouse" means
- a) the husband or wife of the Government employee as mentioned in the service register at the time of retirement or
 - b) the husband or wife of the Service Pensioner as specified in the family member certificate issued by the Revenue Department or as declared by a competent court of law;
- 54) "State Level Committee" means the committee constituted by the Government for the purpose of evaluating the cases of medical invalidation for the employees

working in the office of Head of the Departments or Secretariat Departments or other State level offices;

- 55) "Substantive Capacity" means the case, where a Government employee is appointed to a service or post substantively, on which no other employee holds a lien;
- 56) "Superannuation" means the retirement on attaining the age of superannuation as notified by the Government from time to time;
- 57) "Technical Resignation" means a resignation submitted by a State Government employee or an employee working in Government of India, as the case may be, with proper prior permission , -
- a) to get absorbed permanently in the Government of India while working in the State Government, or,
 - b) to get absorbed permanently in a PSE or a Central Autonomous Body or a Central Public Sector Undertaking while working in the State Government, or,
 - c) to get absorbed permanently in the State Government while working in the Government of India or in a PSE or a Central Autonomous Body or a Central Public Sector Undertaking, or
 - d) to take up another appointment in the same or any other Department of the State Government;
- 58) "Temporary Capacity" means a case where the Government employee is appointed to a service or post under Rule-10 (a) of Andhra Pradesh State and Subordinate Service Rules, 1996 as amended by the Government from time to time. However, the appointments made on full-time / part-time contingent basis or on nominal muster rolls, daily wages, consolidated pay or on full-time / part-time contract basis or on outsourcing basis or any such basis as specified by the Government from time to time, shall not fall under this definition;
- 59) "Unqualified Resignation" means a formal resignation submitted by a Government employee to his/her appointing authority, for the purpose of absorption in the Government of India or a PSE or a Central Autonomous Body or a Central Public Sector Undertaking, while on deputation in the said entities.

The words and expressions, which are used in these rules but not defined in this rule but defined in the Andhra Pradesh Fundamental Rules or Andhra Pradesh State and Subordinate Service Rules, 1996 or Andhra Pradesh Civil Services (Classification,

Control and Appeal) Rules, 1991, as amended by the Government from time to time, shall carry the meanings assigned to them in the respective Rules.

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CHAPTER – II

GENERAL CONDITIONS

4. Limitations on Number of Pensions

A Government employee shall not be entitled to two service pensions in the same service or post at the same time or by the same continuous service.

5. Power to Withhold or Withdraw Pension and Gratuity

- 1) If the Government employee or the service pensioner, as the case may be, is found guilty of misconduct in any departmental proceedings or convicted by a court of law in judicial proceedings during the period of service, the Government or any authority specified in these rules, reserves the power to;
 - a) withhold service pension or gratuity, or both, either in full or in part, whether permanently or for a specified period, and
 - b) order recovery of whole or part of any pecuniary loss caused to the Government and/or to the local authority from pension or gratuity or both or other retirement benefits/ terminal benefits, as specified in this rule.
- 2) Departmental proceedings, if instituted while the Government employee was in service,
 - a) shall be deemed to be proceedings under this rule, and continued and concluded by the same disciplinary authority that had initiated them, even after retirement of the Government employee;
 - b) such proceedings shall be concluded within a period not exceeding two (2) years from the date of retirement, failing which, the proceedings shall lapse, and it shall be open for the Government to initiate appropriate disciplinary action against the disciplinary authority for not completing the departmental proceedings in the stipulated time period;
 - c) any extension(s) to the said time period shall be admissible only in case of delays attributable to the charged employee and shall be made only upon recording the reasons therefor and under orders of the Secretary to Government concerned, before expiry of the said time period.

Provided that the pending departmental proceedings instituted before commencement of these rules shall not lapse upon completion of the said time period but shall be concluded within a period not exceeding two (2) years from the date of commencement of these rules.

- 3) a) No departmental proceedings shall be instituted by way of issuing articles of charges against a Government employee after a period of four (4) years from the date of retirement irrespective of the date of the event / misconduct is felt or found.
- b) Where departmental proceedings are sought to be initiated within such period of four (4) years, the disciplinary authority shall seek permission from the appellate authority for institution of such proceedings, who shall accord permission only after due consideration of facts of the case, and after arriving at a *prima-facie* conclusion that the case merits an enquiry;

Provided that, in cases involving procedural lapses/ minor lapses or where the charges shall result in imposition of minor penalties or the lapses which do not involve misappropriation of amounts, loss to Government exchequer, embezzlement of Government money, loss of revenue to Government or local authority or loss of Government assets/ lands/movable properties, or not involving bribery, bigamy, corruption, moral turpitude, forgery and outraging the modesty of women, the Appellate Authority shall pass orders rejecting institution of Disciplinary proceedings duly recording the reasons.

- c) The Appellate Authority shall pass orders, either according permission or rejecting it, within ninety (90) days from the date of receipt of such proposal from the Disciplinary Authority, failing which, the Appellate Authority shall submit a report to the next higher authority explaining the reasons for delay.
- d) Upon such permission, the proceedings shall be instituted and concluded by the authority who was the disciplinary authority for the Government employee while he/she was in service, duly following the process and procedure specified in APCCA rules.
- e) Departmental proceedings, shall be concluded within a time period not exceeding two (2) years from the date on which the proceedings are instituted, failing which, the proceedings shall lapse, and it shall be open for the Government to initiate appropriate disciplinary action against the disciplinary authority for not completing the departmental proceedings in the stipulated time period;

Provided that any extension(s) to the said time period shall be admissible only in case of delays attributable to the charged employee and shall be made only upon recording the reasons therefor and under orders of the Government before expiry of the said time period.

Provided further that the pending departmental proceedings instituted before commencement of these rules shall not lapse upon completion of the said time period but shall be concluded within a period not exceeding two (2) years from the date of commencement of these rules.

- f) In the case of decision to impose 100% cut in pension for a proved case of misconduct, the case shall be referred to APPSC, along with relevant records, for concurrence before issue of orders.
- 4) Where any misconduct is noticed on the part of a Government employee after retirement, and no departmental proceedings can be instituted as per the provisions of sub-rule 3 of this rule,
- a) the department can initiate a criminal action against the retired Government employee under the applicable laws, and
 - b) the pecuniary loss caused to the Government, if any, may be recovered by invoking applicable provisions of the Andhra Pradesh Revenue Recovery Act, 1864.
- 5) Departmental proceedings or Judicial proceedings, as the case may be, shall be deemed to have been instituted,
- a) on the date on which the articles of charges are issued to the Government employee or service pensioner, or if the Government employee has been placed under suspension from the date of such suspension;
 - b) in case of criminal proceedings, on the date on which the Magistrate takes cognizance of the offence, and
 - c) in the case of civil proceedings, on the date on which the plaint is presented in the Court.
- 6) a) In the case where departmental proceedings are initiated prior to retirement, or after retirement but before disbursement of Pension and/or Gratuity, and if the charges on the Government employee/service pensioner are finally dropped after following the due procedure, then he/she shall be eligible to receive the balance amount of Pensionary benefits, as applicable.

b) In such a case the arrears of service pension/family pension payable shall be settled with simple interest calculated as per the prevailing Andhra Pradesh General Provident Fund (APGPF) rate of interest, subject to the following provisions.

- i. The delay should have been on account of administrative lapse and not attributable to the retired Government employee concerned.
- ii. Sanction shall be given by the administrative department concerned for the payment of interest, with the concurrence of the Finance Department.
- iii. Simple interest shall be calculated, from the date of expiry of three (3) months from the date of either final orders or proceedings dropping the charges, to the date of sanction of pensionary benefits.

Similarly, if interest becomes payable on Gratuity, it shall be settled as per the provisions detailed under “**Rule 22: Calculation and Payment of Gratuity**” of these rules.

7) When a Government employee or the service pensioner dies before the final conclusion of the departmental proceedings, the following provisions shall apply-

a) If there is no pecuniary loss involved, or the quantum of pecuniary loss has not been established through final orders at the time of the death of the charged Government employee/ Service pensioner,

- i. the proceedings shall abate and the Disciplinary Authority concerned shall issue the abatement orders accordingly within a period not exceeding sixty (60) days from the date of receipt of death certificate of the employee, and
- ii. the pensionary benefits shall be settled to the family pension beneficiary and/ or the nominees or the legal heir(s), as per the relevant provisions of these rules.

b) If the departmental proceedings involve pecuniary loss, which is established through final orders and the charged Government employee/ Service pensioner dies pending appeal/review-

- i. the proceedings shall abate and the Disciplinary Authority concerned shall issue the abatement orders accordingly within a period not exceeding thirty (30) days from the date of receipt of death certificate of the employee, specifying the pecuniary loss to be recovered from the pensionary benefits and

- ii. the pensionary benefits shall be settled to the family pension beneficiary and/or the nominees or the legal heir(s), as per the relevant provisions of these rules, duly recovering the pecuniary loss as specified in the abatement orders.
- 8) a) In cases of penalty of stoppage of increment without cumulative effect, which could not be implemented due to retirement/death before completion of the penalty, the PSA shall pass orders for recovery of the amount due in respect of the above penalty, as per the provisions of subrule 11 of this rule, using the following formula-
$$\text{Amount to be recovered} = [(\text{Amount of Annual Increment} \times 12) \times (\text{Total penalty period in Years})] - [\text{Amount of Annual Increment} \times \text{Number of months in which the amount was recovered}]$$

Where

'Amount of Annual Increment' is the increment due to the Government employee at the time of award of penalty.

'Total punishment period' is the period of penalty awarded to the Government employee in number of years.

'Number of months in which the amount was recovered' is the number of months for which the penalty amount was recovered from the Government employee till the date of retirement/ death.
- b) In the case where a penalty of stoppage of increment with cumulative effect is contemplated to be imposed against a Government employee, it shall be ensured that
 - i. the Government employee has sufficient leftover service such that the penalty can be implemented fully before the date of his/her retirement, or
 - ii. where the Government employee has insufficient service for the effective enforcement of the penalty of stoppage of increment with cumulative effect, an alternative and appropriate penalty, commensurate with the gravity of the misconduct, may be considered and imposed in lieu thereof.
- 9) a) An appeal against any order imposing the penalty under this rule, in respect of cases where departmental proceedings have been instituted against the Government employee or service pensioner, shall lie to the hierarchical appellate authority prescribed under the APCCA Rules. No such appeal shall be made

beyond a period of ninety (90) days from the date on which the orders are communicated to the Government employee or service pensioner.

- b) An appeal against any order issued under this rule, imposing a penalty for misconduct, shall be made within a period not exceeding ninety (90) days from the date of communication of the said order, to the authority who had been the appellate authority under the APCCA Rules when the Government employee was in service. The appellate authority shall pass orders within ninety (90) days from the date of filing of the appeal either allowing the appeal or modifying the penalty or rejecting the appeal.

Provided that where the disciplinary authority is the Government, a review petition shall be filed before the Government in lieu of an appeal within a period of ninety (90) days from the date on which the orders are communicated to the Government employee or service pensioner.

- c) A revision petition shall be preferred to the authority prescribed under APCCA Rules, within a period of one (1) year from the date on which the orders of the appellate or review authority are communicated to the Government employee or service pensioner. The revision authority shall pass orders within ninety (90) days from the date of filing of the revision petition either allowing the petition or modifying the penalty or rejecting the petition.

10) The Government may at any time, suo moto,

- a) call for the records of any inquiry instituted under this rule, against the service pensioner where punishment has been imposed, and revise any order made under this rule, duly giving opportunity to the person affected, within four (4) years from the date of issue of order of penalty by the competent authority.
- b) confirm, modify or set aside the order or remit the case to any authority for making such further enquiry as it may consider proper in the circumstances of the case or pass such other order as it may deem fit.
- c) the appropriate authority for the exercise of power under this subrule shall be higher in rank than the officer whose orders are sought to be taken up for revision under this subrule, excepting the case where the Government is the disciplinary authority.

11) The recovery of Government dues and/or the pecuniary loss caused to the Government and/or recoveries resulting from penalties imposed, shall be made from

the pensionary benefits and other retirement benefits in the order of priority specified in the following table.

Sl. No.	Pensionary and Other Retirement Benefits	Order of Priority for Recovery	
		Government Dues	Pecuniary Loss and/or Recoveries Resulting from Penalties Imposed
1	Retirement / Death Gratuity	First	First
2	Leave Encashment	Second	Second
3	Dearness Relief (DR) on Service or Family Pension	Third	Third
4	Service Pension	Not Applicable	Fourth, not exceeding one third, subject to the minimum pension in force
5	Family Pension	Not Applicable	Fifth, not exceeding one fourth, subject to the minimum pension in force, only in case of recovery of pecuniary loss.

Provided that after recovery of loss caused to the Government from the above benefits, the balance of pecuniary loss if any may be recovered by invoking applicable provisions of AP Revenue Recovery Act 1864.

Provided further, in case where the pecuniary loss is over and above the Gratuity and EL encashment, the employee may be given an option, upon making a request, to remit such remaining payable amount through challan to the Head of Account as specified by the Government.

- 12) If there are no departmental /judicial proceedings pending against the Government employee, all the pensionary benefits and other retirement benefits shall be settled in full at the time of retirement.
- 13) In case there are departmental/ judicial proceedings pending against the Government employee, the settlement of pensionary and other retirement benefits shall be regulated as detailed below:

Sl. No.	Retirement Benefit	Manner of Settlement
1	Final amount from Family Benefit Fund/Andhra Pradesh Group Insurance Scheme	The full amount shall be released without any recoveries, at the time of retirement.
2	Final Withdrawal amount from General Provident Fund	
3	Claim amount upon maturity / Surrender of Andhra Pradesh Government Life Insurance policies	
4	Retirement Gratuity	Settlement of Retirement Gratuity shall be made as per the relevant provisions detailed under “ Rule 22: Calculation and Payment of Gratuity ” of these rules.
5	Final Leave Encashment	<p>(a) The amount of final leave encashment shall be sanctioned at the time of retirement, if the disciplinary case has no financial implications leading to likely recovery.</p> <p>(b) The amount of the estimated pecuniary loss involved in the disciplinary case shall be withheld and the remaining amount of encashment shall be sanctioned. The withheld amount shall be settled after the final conclusion of the departmental proceedings.</p> <p>(c) If the estimated recovery exceeds the eligible amount of final leave encashment, then the entire amount of encashment shall be withheld at the time of retirement. It shall be settled upon final conclusion of the proceedings.</p>
6	Service Pension	<p>a) Provisional Pension shall be sanctioned as per these rules and service pension shall be settled upon the final conclusion of departmental proceedings.</p> <p>b) In respect of judicial proceedings, involving criminal proceedings and civil proceedings that are filed by the Government, only provisional pension shall be sanctioned. Service Pension shall be settled only upon final conclusion of such proceedings.</p> <p>c) In respect of judicial proceedings involving civil proceedings that are not filed by the Government, Service Pension shall be sanctioned.</p>

Sl. No.	Retirement Benefit	Manner of Settlement
7	Commutated Value of Pension (CVP), if applied for commutation at the time of retirement	<p>a) In respect of departmental proceedings CVP shall be settled upon the final conclusion of the proceedings.</p> <p>b) In respect of judicial proceedings, involving criminal proceedings and civil proceedings that are filed by the Government, CVP shall not be sanctioned. It shall be settled only upon final conclusion of the proceedings.</p> <p>c) In respect of judicial proceedings involving civil proceedings that are not filed by the Government, CVP shall be sanctioned.</p>

14) a) Future good conduct shall be a pre-condition for the grant and continuance of every service pension and family pension under these rules.

b) If a service pensioner or a family pensioner, as the case may be, is convicted of a serious crime, the Pension Sanctioning Authority (PSA) shall, by order in writing, withdraw a pension or part thereof, whether permanently or for a specified period. Such order shall be passed only after affording an opportunity of hearing to the service pensioner or the family pensioner concerned. It shall be incumbent upon the service/family pensioner to inform the PSA about the conviction promptly.

Provided that where a pension is partly withdrawn, such withdrawal shall be subject to the minimum pension in force.

Provided further that, if the service/family pensioner fails to inform the PSA, any payments made after the conviction shall be recovered either from the future payments due, if any, or by invoking the relevant provisions of the Revenue Recovery Act, 1864, as amended from time to time.

c) The Prosecuting Officers and Treasury Officers shall promptly inform the PSA concerned as soon as they come to know about the conviction of the service pensioner or the family pensioner by submitting such conviction order passed by the competent court.

d) An appeal against any order withdrawing the service pension or family pension shall be made, within sixty (60) days from the date of passing of the said order, to the authority who had been the appellate authority under the APCCA Rules when the Government employee was in service, whereupon an order deemed fit shall be passed.

6. Employment after Retirement

- 1) A Government employee shall not negotiate for a post-retirement commercial employment during service, except with a prior permission by the Government accorded upon duly recording the special reasons therefor.
- 2) A Government employee, who retires in a Gazetted post in the Government service, shall obtain prior permission from Head of the Department, or the Government where the Government is the appointing authority, if he/she wishes to accept after retirement any commercial employment or an employment under any Government within or outside India,
 - a) within two (2) years of the date of retirement, in case of State Taxes Department, and,
 - b) within one (1) year of the date of retirement, in case of other Departments.
- 3)
 - a) The Gazetted Government employee shall apply for permission to the Head of the Department, or the Government where the Government is the appointing authority Government.
 - b) The HoD/Government, after due consideration of the following factors and by order in writing, shall either permit the case subject to such conditions, if any, as it may deem necessary, or reject the case duly specifying the reasons therefor.
 - i. Whether the 'No Objection' has been obtained from the Head of the Department, where applicable;
 - ii. Whether the Government employee, in the last three (3) years of service, is privy to sensitive or strategic information, which directly relates to the areas of interest or work of the organisation which he/she proposes to join or the areas in which he/she proposes to practise or consult;
 - iii. Whether there is a conflict of interest, other than the normal sector level competition with the Government or Public Sector Entities, between the policies of the office held in the last three (3) years and the interest represented or work undertaken by the organisation he/she proposes to join;
 - iv. Whether the organisation he/she proposes to join is known to be in any way in conflict with or prejudicial to State's or India's foreign relations, national security and domestic harmony, and whether the organisation is undertaking any activity for intelligence gathering;

- v. Whether the service record of the Government employee is clear, particularly with respect to integrity and dealings with Non-Government Organisations;
 - vi. Whether the proposed emoluments and pecuniary benefits are exorbitantly in excess of those currently prevailing in the industry.
- c) In case the pensioner is not disqualified on account of the factors mentioned above in this sub rule, the HoD/Government may, –
- i. liberally grant permission for the proposed commercial employment;
 - ii. actively encourage post service employment in scientific, literary, cultural, social and artistic activity;
 - iii. be liberal in granting permission for posts of responsibility in Non-Government sector; and
 - iv. not distinguish between honorary and paid employment and self-employment.
- 4) In case the HoD/ Government grants permission for undertaking commercial employment subject to any conditions, or refuses such permission, the applicant may make a representation for reconsideration against any such condition or refusal within thirty (30) days from the date of receipt of such order. The HoD/ Government may then issue such orders as it deems fit.
- 5) a) In case any pensioner takes up commercial employment at any time within the time period specified in this rule without the prior permission of the HoD/ Government, or commits a breach of any condition subject to which such permission has been granted to him/her, then the HoD/ Government is competent to withhold or withdraw, by order in writing and for reasons to be recorded therein, the whole or a part of the pension payable to the pensioner for such periods as it deems fit.
- b) However, no such order shall be issued without giving the pensioner concerned an opportunity to show cause.
- 6) A retired Gazetted Government employee, as part of the commercial employment taken up after obtaining prior permission from the HoD/Government, as the case may be, shall not appear in any proceedings anywhere in the State if –
- a) the officer or authority before whom the retired officer is to appear was his/her official subordinate while in service; or

- b) such proceedings relate to an order passed by him/her or to a case with which he/she was in any way connected in the official capacity while in service.

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CHAPTER – III

QUALIFYING SERVICE

7. General Conditions Governing Qualifying Service

- 1) Qualifying service shall commence from the date of taking charge of the post of the first appointment, either in temporary or in officiating or in substantive capacity, and conclude on the date of retirement, provided that,
 - a) the first appointment is in accordance with the statutory rules to a substantive post by following the due process of selection and recruitment,
 - b) the temporary service is followed without interruption, within the time period prescribed in the relevant rules, by an officiating appointment in the same or another service or post, and
 - c) the officiating service is followed without interruption, within the time period prescribed in the relevant rules, by substantive appointment in the same or another service or post.
- 2) a) The *Date of Retirement* in respect of all matters related to pensionary benefits shall be one of the following dates as applicable.
 - i. The last day of the month in which the Government employee retires on attaining the age of superannuation,
 - ii. The last day of the previous month, if the date of birth of any Government employee is the first of a month, in case of superannuation,
 - iii. The date of death, in the case of death while in service,
 - iv. The date specified in the orders by the Appointing Authority, in case of any other mode of retirement.
- b) In case the Government employee is absent from duty or on leave or under suspension at the time of retirement, he/she shall be deemed to have been retired on the due date of retirement on attaining the age of superannuation. In such case, the date of retirement shall be treated as part of such absence from duty or leave or suspension, as the case may be, and the appointing authority shall issue a formal order accordingly on the deemed retirement.

- 3) The service rendered by a Government employee during unaided periods in a teaching or non-teaching post in an aided educational institution shall not be considered as qualifying service.
- 4) In order to receive a service pension, the Government employee should have rendered a minimum qualifying service as specified below.
 - a) A minimum of ten (10) years, including Addition of Qualifying Service (Weightage), in the case of Superannuation Pension.
 - b) A minimum of ten (10) years, excluding Addition of Qualifying Service (Weightage), in the cases of Pension on Medical Invalidation, Compulsory Retirement Pension and Proportionate Pension.
 - c) A minimum of twenty (20) years, excluding Addition of Qualifying Service (Weightage), in the case of Pension on Voluntary Retirement.
 - d) A minimum of thirty-three (33) years, including Addition of Qualifying Service (Weightage), in the case of Retiring Pension.
- 5) The qualifying service shall be duly verified and certified by the Pension Authorizing Authority (PAA) concerned,
 - a) two (2) years before retirement on superannuation as part of Pre-Retirement Service Verification (PRSV), and,
 - b) at the time of retirement.
- 6) a) Irrespective of the number of years of service rendered, a retiring Government employee shall be entitled to Addition of Qualifying Service (Weightage) as specified below.
 - i. In case of Superannuation, up to five (5) years of additional service shall be added subject to a maximum total qualifying service of thirty-three (33) years,
 - ii. In case of voluntary retirement, left over service (the difference between the total service till superannuation and service completed till the date of voluntary retirement) or the difference between completed service and thirty-three (33) years, whichever is lesser, subject to a maximum of five (5) years.
 - b) Addition of qualifying service (weightage) shall not be admissible in the following cases.
 - i. Retirement due to any reason other than superannuation and voluntary retirement
 - ii. Military service rendered before appointment to a service or post in the Government.

- 7) In reckoning the length of the qualifying service, fraction of a year shall be treated as shown in the table below.

Number of Months in the Fraction	Number of Six-Month Periods to be Reckoned
1 to 2	0
3 to 6	1
7 to 8	1
9 to 11	2

- 8) Notwithstanding anything contrary in any rules or executive instructions, in the case where the service of a person, working on full-time / part-time contingent basis or on nominal muster rolls / daily wages / consolidated pay or on full-time / part-time contract basis, is regularized subject to the conditions specified in the respective Government orders,
- the qualifying service shall be reckoned only from the date of regularization prospectively, and,
 - he/she shall be eligible for pensionary benefits under these rules, only if such qualifying service commences on or before 31-08-2004.

8. Counting of service rendered in Government of India or in a Public Sector Entity (PSE) or a Central Autonomous Body (CAB) or a Central Public Sector Undertaking (CPSU)

The qualifying service rendered by a Government employee in a temporary or officiating or substantive capacity in the Government of India or in a PSE/CAB/CPSU prior to joining a service or post in the State Government, shall count as qualifying service under these rules, subject to the following conditions.

- The service should have been in a post or service in the pensionable establishment under a pension system governed by the rules similar to these rules.
- The appointment should be in a substantive capacity to a service or post of the State Government to which these rules apply.
- The employee should have applied for the service or post in the Government with prior permission of the Government of India or the PSE/CAB/CPSU, as the case may be.
- The order accepting the resignation shall clearly indicate that the employee has resigned to join a service or post in the Government with proper permission and a specific entry to that effect shall also be made by the Head of Office (HoO) in the Service Register (SR) of the employee.

- e) Interruption in service due to the two appointments being at different stations, not exceeding the joining time permissible under the rules of transfer, shall be covered by grant of leave of any kind due to the employee on the date of relieving.
- f) The employee should have opted, where he/she is given an option, to count the previous service, in the Government where absorbed & not be drawing any proportionate service pension for previous service.
- g) If the employee is coming from a PSE/CAB/CPSU, remittance of the following pension liability to the Government by the PSE/CAB/CPSU is mandatory-
 - i. Capitalised value of pension calculated as per the Commutation table given at Annexure-I of these rules and,
 - ii. Gratuity as per the relevant provisions of these rules.
- h) Service rendered by the employee in Government of India or in a PSE/CAB/CPSU, in a post or service under a different pension system which is not governed by similar rules, shall not count as qualifying service under these rules.

9. Counting the Military Service Rendered before Employment with the Government

- 1) A Government employee, who has rendered military service prior to regular appointment in a service or post in the Government on or before 31st August 2004 shall opt,
 - a) either to continue to draw the military pension and retain the other pensionary benefits such as gratuity and commutation of pension already received on account of military service, in which case the former military service shall not count as qualifying service; or
 - b) to cease to draw the military pension and refund the other pensionary benefits already received on account of military service, in which case the former military service shall count as qualifying service.
- 2) a) The Government employee shall exercise the option in writing within a period of three (3) months from the date of joining the service or post in the Government or if he/she is on leave, within a period of three (3) months of return from such leave, whichever is later.
- b) If no option is exercised within the said period, the Government employee shall be deemed to have opted to continue to draw the military pension and retain other pensionary benefits.

- 3) An order passed allowing previous regular military service to be counted as qualifying service shall be deemed to include condonation of interruption in the military service or between the military service and the Government service.
- 4) On regular appointment in the Government, the HoO shall get the previous military service of the Government employee verified in consultation with the PAA concerned and record the details in the Service Register concerned.
- 5) If the Government employee opts to refund the pensionary benefits received on account of military service and count the military service rendered as qualifying service, the following conditions shall apply.
 - a) He/she shall refund the total amount in monthly instalments not exceeding thirty-six (36) in number, the first instalment beginning from the month following the month in which he/she exercised the option.
 - b) The right to count previous military service as qualifying service shall not revive until the whole amount has been refunded to the Government.
 - c) In the case the Government employee dies before the entire amount is refunded, the un-refunded amount of the pensionary benefits shall be adjusted against the pensionary benefits which may become payable to the family pensioner.
- 6) In case of death of such Government employee while in service, the following provisions shall apply,
 - a) If he/she opted to continue to draw the military pension and retain other pensionary benefits received on account of military service, his/her family shall be allowed to draw family pension sanctioned for the previous military service in addition to the family pension, if any, sanctioned for the service rendered in the Government, subject to the relevant provisions of these rules.
 - b) If he/she opted to cease to draw the military pension and refund the pensionary benefits to the Government, his/her family shall be sanctioned family pension, counting both the previous military service and the service rendered in the Government as qualifying service, subject to the relevant provisions of these rules.

10. Counting the service rendered in certain cases

Period of Probation

- 1) Service on probation against a post, if followed by confirmation in the same or another post, shall count as qualifying service.

Period of Training

- 2) The training period of a direct recruit shall count as qualifying service, if appointed prior to being sent on training.

Period of Leave

- 3) In respect of the time periods spent on leave, the following provisions shall apply.
 - a) All leaves during the service for which leave salary is payable, as per the provisions of the Andhra Pradesh Fundamental Rules, shall count as qualifying service.
 - b) Extraordinary Leave (EOL) granted to a Government employee shall not count as qualifying service excepting the cases where such EOL is allowed to be counted as qualifying service as per the provisions of the Andhra Pradesh Fundamental Rules.

Period of Suspension

- 4) If a Government employee is placed under suspension, the following provisions shall apply.
 - a) The period of suspension shall be counted as qualifying service if such period is subsequently regularized as “duty” through orders by the competent authority under relevant provisions of the Andhra Pradesh Fundamental Rules.
 - b) A detailed entry shall be made to that effect in the Service Register of the Government employee.

11. Interruption in Service and Forfeiture of Service

- 1) The following interruptions, if occurring during the service of a Government employee, ***shall entail*** forfeiture of past service.
 - a) Dismissal or removal from service, if it is not followed by reinstatement upon appeal or review under relevant rules;
 - b) Resignation from a service or a post, unless the resignation is allowed by the appointing authority to be withdrawn in the public interest;
 - c) Unauthorized absence from duty, unless such period is subsequently regularized as leave or dies-non;
- 2) In the case where the period of an interruption is regularized as dies-non, such period shall not be reckoned as qualifying service.
- 3) The following interruptions, if occurring during the service of a Government employee, ***shall not entail*** forfeiture of past service.
 - a) Leave of absence duly sanctioned;

- b) Extraordinary leave availed up to the maximum time periods specified under relevant Rules;
- c) Suspension, where it is immediately followed by reinstatement, whether in the same or a different post, or where the Government employee dies or retires on attaining the age of superannuation while under suspension;
- d) Joining time while on transfer from one post to another;
- e) Technical resignation submitted with proper permission to take up another appointment where the service qualifies.

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CHAPTER - IV

CLASSES OF PENSIONS

12. Superannuation Pension

The Government employee, upon attaining the age of superannuation, shall mandatorily retire from service as provided in the Andhra Pradesh Fundamental Rules amended by the Government from time to time, and he/she shall be granted superannuation pension upon such retirement.

13. Pension on Voluntary Retirement

- 1) a) A Government employee shall be permitted to voluntarily retire from service, if he/she has rendered a minimum of twenty (20) years of qualifying service, without addition of qualifying service (weightage), and excluding the EOL availed. Such Government employee shall be entitled for grant of Voluntary Retirement Pension.
b) The Government employee shall be entitled to avail addition of qualifying service (weightage) only for the purpose of calculation of pensionary benefits and not for notional fixation of pay.
- 2) In the case of the persons appointed on full-time / part-time contingent basis or on nominal muster rolls / daily wages / consolidated pay or on full-time / part-time contract basis, whose services were regularized and appointed through appropriate Government orders to a service or post to which these rules apply, the period of twenty (20) years of minimum actual qualifying service required for voluntary retirement shall be reckoned only from the date of regularization and the period before the date of regularisation shall not be counted as qualifying service for this purpose.
- 3) The option of Voluntary Retirement shall not be admissible to a Government employee who is on deputation or working on foreign service terms or is seeking voluntary retirement for the purpose of getting absorbed in a Rural or Urban Local Body or a Public Sector Entity/Central Autonomous Body/Central Public Sector Undertaking.

- 4) The Government employee retiring voluntarily may commute a portion of the Pension, as per the provisions relevant to Commutation of Pension specified in these rules.
- 5) The following process shall be followed for voluntary retirement,
 - a) The Government employee shall give at least three (3) months' notice in writing to the appointing authority.
 - b) The voluntary retirement notice shall be summarily rejected by the appointing authority if there are any departmental proceedings instituted or contemplated to be instituted against the Government employee for imposition of major penalty, or any judicial proceedings pending or contemplated.
 - c) The appointing authority shall issue an order either accepting or rejecting the notice before the expiry of the notice period. The Government employee shall not retire unless the notice given by him/her is accepted by the appointing authority and appropriate orders are issued.
 - d) The Government employee shall be precluded from withdrawing the notice except with the approval of the appointing authority, provided that such withdrawal request is made before either the date of expiry of the notice period or the date of approval of the voluntary retirement, whichever is earlier.
 - e) Where a Government employee opts to voluntarily retire while on leave not due, such retirement shall take effect from the date when the leave not due commenced and the Government employee shall refund the leave salary paid for availing such leave not due.
- 6) Once the orders are issued accepting the voluntary retirement notice and the Government employee concerned is relieved from duty, he/she shall be deemed as retired voluntarily from service and no request for withdrawal of such voluntary retirement shall be entertained subsequently under any circumstances.

14. Retiring pension upon retirement after completing thirty-three (33) years of qualifying service

- 1) The appointing authority may require a Government employee to retire in public interest before attaining the age of superannuation by sanctioning retiring pension, provided that the Government employee has completed thirty-three (33) years of qualifying service.

- 2) The appointing authority shall give a notice in writing to the Government employee at least three (3) months before the date on which he/she is required to retire in public interest, the appointing authority shall pay applicable pay and allowances in lieu of such a notice.
- 3) The Government employee being retired in public interest may commute a fraction of the Retiring Pension, as per the provisions relevant to Commutation of Pension specified in these rules.

15. Proportionate pension on absorption in Government of India or in a Public Sector Entity (PSE)/Central Autonomous Body (CAB)/Central Public Sector Undertaking (CPSU).

- 1) In the case of a Government employee getting absorbed in the Government of India or in a PSE/CAB/CPSU, under a pension system governed by similar rules, the following provisions shall apply.
 - a) Such Government employee shall be deemed to have retired from Government service from the date of absorption and shall be eligible to receive pensionary benefits, as elected or deemed to have been elected, as per the provisions of this rule.
 - b) The date of absorption in Government of India or in the PSE/CAB/CPSU, as the case may be, shall be considered as,
 - i. the date on which the Government employee actually joins, if joining on immediate absorption basis, after acceptance of the technical resignation submitted by him/her.
 - ii. the date from which the unqualified resignation is accepted by the Government, if the Government employee is already on deputation/foreign service at the time of absorption.
 - c) The Government employee who joins the Government of India or the PSE/CAB/CPSU, as the case may be, on immediate absorption basis shall be issued the relieving order indicating the period within which the Government employee shall join the Government of India or the PSE/CAB/CPSU. However, this period may be extended by the relieving authority for reasons to be recorded in writing.
 - d) The relieving authority, before processing the pensionary benefits, shall ascertain the date of joining of the Government employee in the Government of India or the PSE/CAB/CPSU, and accept the resignation from the date preceding the date of joining on such absorption.

- e) In case there is a gap period between the date of relieving and the date of joining the Government of India or the PSE/CAB/CPSU, as the case may be, such gap period may be regularised by grant of eligible leave and if no such leave is available, the period may be regularised through grant of extraordinary leave.
- f) No lien of the Government employee shall be retained in the relieving department and all his/her connections with the Government shall stand severed on absorption in the Government of India or the PSE/CAB/CPSU, as the case may be.
- g) The Government employee shall exercise an irrevocable one-time option within six (6) months from the date of absorption, either,
 - i. to receive pensionary benefits for the service rendered under the state Government as per the provisions of these rules; or
 - ii. to count the service rendered under the State Government in Government of India or the PSE/CAB/CPSU, as the case may be.
- h) Where the Government employee opts to receive pensionary benefits for the service rendered under the Government,
 - i. if eligible for Service Pension, he/she shall be paid Proportionate Service Pension and Retirement Gratuity based on the qualifying service rendered and the emoluments drawn at the time of such absorption, as per the applicable provisions of these rules, and
 - ii. shall be allowed to commute a portion of the Proportionate Service Pension as per the provisions relevant to Commutation of Pension specified in these rules.
- i) If the Government employee opts to count the service rendered under the State Government in the Government of India or the PSE/CAB/CPSU, as the case may be,
 - i. the payment of pensionary benefits for the entire service, including that rendered in the State Government, shall be made by the Government of India or the PSE/CAB/CPSU, as the case may be, upon retirement of the absorbed Government employee, and
 - ii. no liability of any pensionary benefits shall be borne by the State Government in this regard.
- j) If the Government employee dies after absorption, either while in service or after retirement,

- i. the family member shall be entitled to receive proportionate Normal Family Pension (NFP) as per the provisions relevant to Family Pension specified in these rules, if the Government employee had opted to receive pensionary benefits for the service rendered under the Government.
 - ii. the Government shall bear no liability for payment of family pension, if the Government employee had opted to count the service rendered under the State Government in Government of India or the PSE/CAB/CPSU, as the case may be.
 - k) Where no option is exercised by the Government employee, he/she shall be deemed to have opted to count the service rendered under the State Government in Government of India or the PSE/CAB/CPSU, as the case may be.
 - l) Option once exercised shall be final and it shall be given in writing by the Government employee.
 - m) In the case where the Government employee opts to receive the pensionary benefits for the service rendered under the Government,
 - i. the date of disbursement of such benefits shall be the date on which the Government employee either retires on attaining the age of superannuation or retires due to a reason other than superannuation, or dies while in service where he/she is absorbed, as the case may be, and,
 - ii. if he/she resigns from service after getting absorbed in the Government of India or in the PSE/CAB/CPSU, as the case may be, it shall entail forfeiture of the previous service rendered in the Government and the pensionary benefits concerned.
 - n) Enhancement to Minimum Pension shall not be admissible in the case of Proportionate Service Pension.
 - o) Retrospective absorption in a post or service in Government of India or in a PSE/CAB/CPSU, as the case may be, is not permissible.
- 2) If the Government employee is absorbed in the Government of India or in a PSE/CAB/CPSU, as the case may be, in a service or post that is under a different pension system not governed by similar rules or is not under any pension system, then he/she shall be paid only the proportionate service pension and eligible gratuity for the service rendered under the Government.
 - 3) Any further liberalisation of pension rules by the Government after the permanent absorption of a Government employee,

- a) shall not be extended to the Government employee absorbed in the Government of India,
 - b) shall not be extended to the Government employee absorbed in a PSE/CAB/CPSU unless the same liberalised rules are made applicable to such PSE/CAB/CPSU.
- 4) The provisions of this rule shall apply mutatis mutandis to the Government employees who are permitted to be absorbed in joint sector undertakings, wholly under the joint control of the Government along with Government of India or another State Government or a Union Territory administration.

16. Pensions contingent upon Departmental / Judicial Proceedings

Compulsory Retirement Pension

- 1) a) In case of compulsory retirement as a penalty, the authority imposing such penalty shall grant the Retirement Gratuity, and/or, Service pension subject to the minimum pension in force, at the rate of not less than two-third (2/3rd) of the admissible amounts, without factoring in additional qualifying service (weightage).
- b) If the Government employee has rendered less than ten (10) years of qualifying service at the time of award of penalty, without factoring in additional qualifying service (weightage), Compulsory Retirement Pension shall not be admissible.
- c) The Government employee may commute a portion of the Compulsory Retirement Pension as per the provisions relevant to Commutation of Pension specified in these rules.
- d) The order specifying the quantum of compulsory retirement pension and retirement gratuity granted to the Government employee shall be specified in the order imposing the penalty. In case, the quantum of compulsory retirement pension and retirement gratuity are not mentioned in the order, it shall be deemed as 2/3rd of admissible amounts of pension and gratuity.

Compassionate Allowance

- 2) a) In case of removal or dismissal as a penalty, the Government employee's pension and gratuity shall be forfeited. However, if the case is deserving of special consideration and for the reasons to be recorded in writing, the Government may grant the Retirement Gratuity, and/or, Compassionate Allowance subject to the minimum pension in force, at the rate not exceeding two-third (2/3rd) of the

- admissible amounts, without factoring in additional qualifying service (weightage).
- b) If the Government employee has rendered less than ten (10) years of qualifying service at the time of award of penalty, without factoring in additional qualifying service (weightage), Compassionate Allowance shall not be admissible.
 - c) Commutation and Family Pension are not admissible in cases of Compassionate Allowance.
 - d) After considering a representation of the Government employee if submitted within three (3) months from the date of the order imposing the penalty of dismissal or removal from service, the Government shall examine the case and decide whether the case deserves a sanction of compassionate allowance to the retired Government employee, and if so, quantum of such compassionate allowance, considering the following factors.
 - i. Contribution made and meritorious service rendered by the Government employee prior to the misconduct that occasioned the penalty of dismissal or removal from service, and/or,
 - ii. Family members dependant on the Government employee and economic conditions of the family.

Provisional Pension where Departmental / Judicial Proceedings are Pending

- 3) In case departmental or judicial proceedings are pending conclusion at the time of retirement of the Government employee or at any time before receiving the pensionary benefits, the following provisions shall apply.
 - a) Service pension shall not be settled until the conclusion of the departmental or judicial proceedings and only provisional pension shall be admissible.
 - b) For calculating the provisional pension, the qualifying service rendered by the Government employee shall be reckoned, without factoring in additional qualifying service (weightage), up to,
 - i. the date of retirement if the employee has not been placed under suspension; or
 - ii. the date immediately preceding the date from which the suspension has been effected, if the employee has been placed under suspension.
 - c) Provisional Pension shall be paid,
 - i. at the rate of not less than seventy five (75%) for the first year and in case disciplinary proceedings/criminal proceedings are not concluded, after

- one year from the date of retirement, the provisional pension shall be enhanced to eighty percent (80%) of the service pension, which the Government employee is entitled to, subject to the minimum pension in force, and,
- ii. for a period commencing from the date of retirement and up to the date of the final orders issued by the disciplinary authority / competent court of law.
- d) In case of judicial proceedings, payment of provisional pension to the pensioner shall be regulated as follows:-
- i. In case of conviction by the lower court, the payment of provisional pension shall be discontinued with effect from the date of conviction, even though an appeal is pending before a higher court and there is no stay on conviction.
 - ii. The payment of provisional pension shall be resumed in the case where either there is a stay on the conviction or there are directions to that effect by a higher court.
 - iii. In the case where an appeal is filed in the High Court or the Apex Court, against the conviction orders of the lower courts, settlement of pensionary benefits shall be subject to the final orders issued by the High Court or the Apex Court.
 - iv. In case of acquittal by the lower court, the pensionary benefits to the acquitted pensioner shall be settled even though an appeal is pending before the higher court(s) and where there is no stay on acquittal.
 - v. If the reasons for expiry of limitation period for appeal are attributable to the administrative delays, the responsibility for such delays shall be fixed and delinquent officer/s shall be liable for disciplinary actions under applicable rules.
- e) Provisional pension paid shall be adjusted against the final pension sanctioned upon conclusion of the departmental or judicial proceedings. However, no recovery shall be made where the service pension finally sanctioned is less than the provisional pension paid, or the pension is withdrawn or withheld either in full or in part, either permanently or for a specified period.

17. Pension on Medical Invalidation

- 1) A Government employee shall be granted medical invalidation pension upon being declared by a Medical Board specified by the Government from time to time, as permanently incapacitated for further service in accordance with the relevant rules and executive instructions in force.
- 2) In case, the District/State level committee finds the Government employee to be fit for further service of less laborious character than that which he/she has been doing, one of the following alternatives may be explored on recommendations of the Medical Board.
 - a) He/she may be employed in a post of less laborious character, if such a vacancy is available, or if he/she is not willing to be so employed, then he/she may be retired on Medical Invalidation.
 - b) If there is no means of employing him/her in a post of less laborious character, then he/she may be retired on Medical Invalidation.
- 3)
 - a) A Government employee retiring on medical invalidation shall not be entitled for additional qualifying service (weightage).
 - b) If a Government employee is retiring on medical invalidation, rendering a minimum qualifying service of ten (10) years, he/she shall be eligible for medical invalidation pension, calculated according to **Rule 19: Calculation of Service Pension**, of these rules.
 - c) However, the amount of medical invalidation pension shall be calculated at 30% of the Last Basic Pay drawn by the Government employee at the time of retirement on Medical Invalidation, subject to the qualifying service rendered and the minimum pension in force, in the following cases-
 - i. Where medical invalidation is a direct consequence of irregular or intemperate habits of the Government employee, and/or
 - ii. Where the incapacity of the employee is curable by a treatment or surgery without any foreseeable permanent adverse effects, but he/she declines to undergo such treatment or surgery.
- 4)
 - a) District Level Committees and State Level Committees shall be constituted by the Government from time to time for the purpose of evaluating the cases of medical invalidation at District and State level, as the case may be.

- b) The District Level Committee concerned shall consider, scrutinize and recommend on the medical reports given by the District Medical Board concerned, in respect of the Government employees working in the offices located at regional, zonal, district and sub-district levels.
 - c) The State Level Committee shall consider, scrutinize and recommend on the medical reports given by the Medical Board concerned, in respect of the Government employees working in the offices of Heads of Departments or Secretariat Departments or other state level offices.
- 5) a) The Government employee seeking retirement on medical invalidation shall apply to the appointing authority concerned, who shall refer the case to the appropriate Medical Board as and when the application is received.
- b) An application for medical invalidation pension, submitted by the spouse of the Government employee, or by a member of the family of the Government employee may also be accepted, if the appointing authority concerned is satisfied that the Government employee is not in a position to submit such application on account of his/her physical or mental infirmity.
 - c) The Medical Board shall be provided with all available data, including the age of the Government employee, by the appointing authority concerned.
 - d) The Chairman of the District Level Committee shall send their recommendations to the District Heads of the Departments concerned.
 - e) The medical invalidation proposals shall be placed before the State Level Committee directly through Health, Medical and Family Welfare Department in Secretariat, based on the recommendations of the Medical Board. Convenor of the State Level Committee shall send the recommendations in each case to the Secretary of the Department or to the Head of the Department concerned, as the case may be.
 - f) Appointing Authority concerned shall issue necessary orders permitting the Government employee to retire on Medical Invalidation, only in cases where the District Level Committees or the State Level Committee, as the case may be, makes clear recommendations for such retirement on Medical Invalidation.
- 6) The Government employee retiring on Medical Invalidation may commute a portion of the Medical Invalidation Pension as per the applicable provisions related to Commutation of Pension specified in these rules.

CHAPTER - V

CALCULATION OF PENSION

18. Emoluments in the Context of Pensionary Benefits

- 1) The emoluments of a Government employee, on the date of retirement or death while in service, shall be taken into account as follows in the cases mentioned below.
 - a) If the employee is on leave for which leave salary is payable, the emoluments shall be those the employee would have drawn had he/she not been on leave.
 - b) If the employee has been suspended but subsequently reinstated before the date of retirement or death, the emoluments shall be those the employee would have drawn had he/she not been suspended.
 - c) If the employee is absent from duty on extraordinary leave or under suspension where such period does not count as service, the emoluments shall be those he/she has drawn immediately before proceeding on such leave or undergoing such suspension.
- 2) Where a Government employee, immediately before retirement or death while in service, proceeds on leave for which leave salary is payable, while holding a higher post, whether in an officiating or temporary capacity, the benefit of emoluments drawn in such higher appointment shall be given only if it is certified by the appointing authority that the Government employee would have continued to hold the higher post but for his/her proceeding on leave.
- 3) An increment earned by a Government employee while on earned leave or on half pay leave, immediately before retirement or death while in service, though not actually drawn, shall form part of the emoluments.
- 4) Pay drawn in a tenure appointment shall not be treated as emoluments.
- 5) Pay drawn while on foreign service at the time of retirement shall not be treated as emoluments. The pay which the employee would have drawn under the Government, had he/she not been on foreign service, shall alone be treated as emoluments.
- 6) Pay drawn by the Government employee while holding a higher post on Full Additional Charge (FAC) or under in-charge arrangements shall not be counted as emoluments. The pay drawn by such employee in his/her regular substantive post shall only be considered as emoluments.

- 7) In case of a Government employee, who put in military service before getting appointed to a service or post in the Government and opted to retain the pensionary benefits for the previous military service, the amount of pay reduced by the amount of pension for military service shall be treated as emoluments.
- 8) The stagnation increments sanctioned beyond the maximum of scale of pay shall be treated as regular increments for the purpose of calculating pensionary benefits.
- 9) The notional pay fixed in the pay scales or in the automatic advancement scales through applicable Pay Revision Commission, though actually not drawn by the Government employee, shall count as emoluments for the purpose of calculating pensionary benefits.
- 10) Where an employee's date of increment falls due on the next day of his/her retirement, the employee shall be sanctioned that increment notionally, purely for the purpose of calculating pensionary benefits, subject to the condition that such increment shall not be considered for any other purpose.

19. Calculation of Service Pension

- 1) a) The service pension shall be calculated using the following formula, –
Monthly Service Pension = [50% of the Emoluments Last Drawn by the Government employee X (Number of Six-Month Periods of Qualifying Service, Limited to a Maximum of Sixty Six (66) ÷ 66)], subject to the Minimum Pension in force.
- b) The amount of pension shall be fixed at monthly rate and be expressed in whole rupees and where the pension contains a fraction of a rupee it shall be rounded off to the next higher rupee.
- c) In respect of Additional Quantum of Pension (AQP), the following provisions shall apply.
 - i. The service pensioner / family pensioner shall be eligible to receive the AQP under these rules, as per the orders issued by the Government from time to time.
 - ii. The service pensioner who is also drawing a family pension shall be eligible for AQP on service pension only.
 - iii. If an individual is drawing two family pensions, AQP shall be admissible on only one family pension, whichever is beneficial to the family pensioner.

- iv. Government employees absorbed in the Government of India or in Public Sector Entities/ Central Autonomous Bodies/ Central Public Sector Undertakings, and receiving proportionate service pension shall be eligible for AQP as specified by the Government from time to time.

20. Revision and Consolidation of Pension

Revision of Pension

- 1) The service pension or family pension, as the case may be, shall be revised following the process specified under **Rule 31: Processing, Sanctioning and Authorizing the Pension Proposal** of these rules, consequent upon,
 - a) a change in the last pay drawn of the retired Government employee/ service pensioner on account of implementation of recommendations of the Pay Revision Commission (PRC) constituted by the Government, or
 - b) finalization of pending seniority issues, pay fixations, promotions, departmental / judicial proceedings, change in length of qualifying service or any other such factor that has a bearing on the last pay drawn or calculation of service pension.

Consolidation of Pension

- 2) The service pension or family pension, as the case may be, shall be consolidated as per the orders of the Government, consequent upon implementation of recommendations of the Pay Revision Commission (PRC) constituted by the Government from time to time. The pension so consolidated shall thereafter be the basic pension for calculating applicable Dearness Relief (DR) and AQP.
- 3) While calculating the increase in the basic pension, the part of rupee so arrived at, shall be rounded off to the next higher rupee.
- 4)
 - a) Where a pensioner is drawing two pensions namely one service pension and one family pension or two family pensions, the following provisions shall apply.
 - i. Consolidation of pensions shall be allowed on both the pensions separately.
 - ii. Both pensions shall separately be eligible for enhancement to Minimum Pension in force.
 - iii. Dearness Relief (DR) shall be allowed only on one pension whichever is more beneficial to the service pensioner/ family pensioner.
 - b) In case of subsequent consolidations, if any, DR shall be allowed only on the pension on which it was allowed in the first instance of consolidation.

- 5) Upon consolidation, no differential amount shall become payable on Retirement Gratuity and Commutation on the pension notionally fixed.
- 6) In the case of a Government employee who is absorbed in a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking, the proportionate service pension shall be eligible for consolidation of pension after restoration of the commuted portion of pension, if any.

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CHAPTER -VI

GRATUITY

21. Nomination for Gratuity by the Government employee

- 1) a) A Government employee shall, on his/her appointment into Government service, make a nomination as prescribed by the Government from time to time, conferring on one or more persons the right to receive gratuity upon his/her death while in service.
 - b) The Government employee may also specify alternative nominees for each of the nominees given, who shall have the right to receive the Gratuity in case the nominees concerned die before receiving the amount of gratuity.
 - c) If a Government employee specifies more than one person in the nomination, he/she shall specify the percentage of share payable to each of the persons in such manner as to cover 100% of the gratuity amount.
 - d) After making the nomination, the Government employee can change it at any time during the service.
- 2) a) If at the time of making the nomination the Government employee has a family as defined in these rules, the nomination shall only be in favour of a member or members of his/her family.
 - b) If at the time of making the nomination the Government employee has no family, then the nomination may be made in favour of a person or persons, or a body of individuals, whether incorporated or not.
- 3) a) The Government employee, who had made a nomination when he/she has no family but subsequently acquired a family member, shall duly update the nomination by including the family member.
 - b) If a Government employee nominates family member(s) from Category B when no Category A member(s) exist but subsequently acquires Category A family member(s), then the employee must either reaffirm the earlier nomination or update it to include the new Category A member. Categorization of family member(s) into category A and category B shall be as defined in these rules.
- 4) The nomination given by the Government employee shall become invalid in the following cases.
 - a) If the nominated spouse is divorced by a decree of a competent court of law at the time of death of the Government employee.

- b) In the case where the Government employee had made a nomination when he/she had no family, but subsequently acquired a family member, but has not updated the nomination while in service.
- c) In the case where the Government employee nominates family member(s) from Category B when no Category A member(s) exist but subsequently acquires a Category A family member(s), but neither reaffirms the earlier nomination nor updates it to include the new Category A member.
- 5) The Government employee shall update the details of his/her family member(s) as and when there is a change in the family.

22. Calculation and Payment of Gratuity

Calculation of Retirement Gratuity and Death Gratuity

- 1) a) The qualifying service of the Government employee shall be reckoned as below for the purpose of calculation of gratuity.
- i. For calculation of Retirement Gratuity, the qualifying service shall be the years of service rendered, and the additional qualifying service (weightage) admissible as per the provisions of these rules.
 - ii. For calculation of Death Gratuity of a Government employee who dies while in service, while performing risk-borne official duties or otherwise, the qualifying service shall be considered as follows, without factoring in additional qualifying service (weightage).

Sl. No.	Qualifying Service Rendered till the Date of Death (No. of years of QS)	Qualifying Service (QS) to be considered for Calculation of Death Gratuity
1	Less than 1 year	3 years (6 six-month periods)
2	More than or equal to 1 year and less than 5 years	9 years (18 six-month periods)
3	More than or equal to 5 years and less than 18 years	18 years (36 six-month periods)
4	More than 18 years	No. of years of QS [(No. of years of QS X 2) six-month periods]

- b) The Retirement Gratuity or the Death Gratuity shall be calculated using the following formula.

Retirement Gratuity / Death Gratuity = [25% of Emoluments Last Drawn by the Government employee X Number of Six-Month Periods of Qualifying Service, Limited to a Maximum of Sixty-Six (66)], subject to the maximum ceiling amount of Gratuity specified by the Government from time to time.

- c) Any fraction of a rupee in the amount of gratuity shall be rounded off to the next higher rupee.
- d) Death Gratuity shall be admissible even in the case of death by suicide.
- e) Any Government dues and/or pecuniary loss and/or recoveries resulting from penalties, payable by the Government employee as on the date of retirement/death, shall be adjusted against the amount of gratuity.
- f) In the case where interest becomes payable on the delayed payment of gratuity, the payment shall be subject to the following provisions.
 - i. The delay should have been on account of administrative lapse and not attributable to the Government employee concerned.
 - ii. Sanction shall be given by the administrative department concerned for the payment of interest, with the concurrence of the Finance Department.
 - iii. Simple interest shall be paid, as per the APGPF rate of interest specified by the Government from time to time, for the period commencing after the expiry of three (3) months from the date of final orders/proceedings up to the date of sanction of pensionary benefits.
 - iv. No interest shall be payable on the arrears of gratuity, which may become due as a result of enhancement of the emoluments after retirement or liberalization in the Pension Rules from a date prior to the date of retirement of the Government employee.

Payment of Gratuity

- 2) Payment of Retirement Gratuity and Death Gratuity shall be governed by the following provisions.
 - a) Upon retirement of the Government employee, either on superannuation or otherwise, the Retirement Gratuity shall be settled as per the applicable provisions of these rules.
 - b) Where departmental or judicial proceedings are pending against a Government employee on the date of retirement, the payment of Retirement Gratuity shall be subject to the following conditions -

- i. Where the disciplinary cases involve misappropriation of amounts, embezzlement of Government money, loss to Government exchequer, loss of revenue to Government or local authority or loss of/ damage to Government assets/ lands/movable properties, then the entire amount of retirement gratuity shall be withheld and settled only upon final conclusion of the proceedings.
 - ii. Where the disciplinary cases involve charges related to procedural / supervisory lapses/ minor lapses which will not result in loss of revenue to Government or local authority or damage to Government assets/ lands/ any movable properties, eighty percent (80%) of Gratuity shall be sanctioned to the Government employee at the time of retirement. Upon final conclusion of departmental proceedings, the remaining twenty percent (20%) of gratuity shall be settled.
 - iii. Where the judicial proceedings involve civil proceedings filed by the Government or any criminal proceedings, then the entire amount of retirement gratuity shall be withheld and settled only upon final conclusion of such proceedings.

Provided that in the cases where a competent court issues order directing for release of an amount from gratuity of the employee, the amount to that extent shall be released from the gratuity.
 - iv. Where judicial proceedings involve only civil proceedings that are not filed by Government or those that are not connected with the discharge of duties of the employee, gratuity shall be settled in full.

Provided that in the cases where a competent civil court issues order directing for recovery of an amount from gratuity of the employee, the amount to that extent shall be withheld in Gratuity.
- c) In case of death of the Government employee, either while in service or after retirement but before receiving the Gratuity amount admissible, as the case may be, the following provisions shall apply.
- i. The gratuity or its share shall be payable to the nominees that prevail as per the latest nomination made by the Government employee.
 - ii. If a nominee dies before receiving the gratuity or its share, the right to receive it shall pass on to the alternative nominee(s) that prevail as per the latest nomination made by the Government employee.

- iii. In the case where both the nominee and the alternative nominee(s) concerned die before receiving the gratuity or its share, it shall be payable to the legal heir(s) of the Government employee.
 - iv. In case where no alternative nominee is specified for a nominee that dies before receiving the gratuity or its share, it shall be payable in equal shares to the co-nominees of the deceased nominee, failing which, it shall become payable to the legal heir(s) of the Government employee.
- d) In the case where the gratuity or its share is to be paid to a minor, it shall be payable to the natural guardian (as defined in the applicable Laws) of the minor. In the absence of a natural guardian, it shall be payable to the person who furnishes a Guardianship Certificate issued by the competent authorities.
- e) Where it is found that the Government employee has not nominated any one to receive the gratuity before his/her death, the PSA concerned should issue a registered notice to the family members/ legal heirs at the last known address for submission of the required papers with guidelines as to how to complete and submit them.
- f) If there is no nomination or the nomination made becomes invalid under **subrule-6** of **Rule-21: Nomination for Gratuity by the Government employee** of these rules, the gratuity or its share shall be paid to the family members of the Government employee, in the following order of preference.
- i. If there is a person surviving in Family Category-A defined in these rules, the amount shall be payable to him/her only. If more than one person is surviving in that category, the amount shall be payable to them in equal shares.
 - ii. If there are no surviving persons in Family Category-A, but there are persons surviving in Family Category-B,
 - i. if there is one person surviving in Family Category-B defined in these rules, the amount shall be payable to him/her.
 - ii. if more than one person is surviving in that category, the amount shall be payable to them in equal shares.
- g) The right of a female nominee / member of the family or that of a brother to receive the gratuity or its share shall not be affected if the female member marries or re-marries, or the brother attains the age of eighteen (18) years, during the period that spans between the death of the Government employee and the receipt of the gratuity or its share.

- h) In the case of a person, who is eligible to receive gratuity as per the provisions of this rule, upon death of a Government employee while in service or death after retirement but before receiving the amount of gratuity, as applicable, is charged with the offence of murdering the Government employee or of abetting in the commission of such offence or of abetting death by suicide, his/her claim to receive the share of gratuity shall remain suspended till the conclusion of the criminal proceedings instituted against him/her and further action shall be taken in the following manner.
- i. If the person is convicted for the said crime, he/she shall be debarred from receiving the gratuity or its share and the same shall be paid to the other eligible members of the family, if any, in equal shares.
 - ii. If the person is acquitted of the said charge, he/she shall be paid the due gratuity or its share.
- i) In the case where a Government employee dies either while in service or upon retirement without receiving the amount of gratuity, it shall lapse to the Government,
- i. if the Government employee has no family and has made no nomination or
 - ii. if the nomination made by the Government employee does not subsist.

CHAPTER – VII

COMMUTATION OF PENSION

23. General conditions governing commutation of pension

- 1) The Government employee shall be, subject to the conditions specified in these rules, allowed to commute up to a maximum of forty percent (40%) of the service pension as a lump sum amount.
- 2) The Government employee can avail commutation,
 - a) either along with service pension at the time of retirement, or,
 - b) within one (1) year from the date of retirement, without any medical examination, or,
 - c) after one (1) year from the date of retirement, with a medical examination.
- 3)
 - a) If any departmental or judicial proceedings are pending at the time of retirement, commutation can be availed subject to the conditions specified in ***Subrule-13 of Rule 5: Power to Withhold or Withdraw Pension and Gratuity*** of these rules.
 - b) If after conclusion of the proceedings the entire pension is withheld, then commutation would not arise.
- 4) The Commuted Value of Pension shall be paid in Indian rupees and any fraction in a rupee shall be rounded off to the next rupee.
- 5) The minimum pension specified by the Government from time to time shall be inclusive of commuted portion of pension, if any.
- 6) The provisions of the rules related to Commutation of Pension shall also apply to a Government employee who is absorbed in a Public Sector Entity (PSE)/Central Autonomous Body (CAB)/Central Public Sector Undertaking (CPSU) and opts to receive proportionate service pension for the service rendered under the Government as per the provisions of these rules.
- 7) A Commutation once disbursed cannot be cancelled by the retiring Government employee or service pensioner, as the case may be, and the Commuted Portion of Pension cannot be restored on refund of its Commuted Value of Pension (CVP).

24. Role of Medical Examination in Commutation

Commutation without Medical Examination

- 1) a) Medical examination is not necessary for a Government employee, if he/she avails commutation either at the time of retirement or within one (1) year from the date of retirement, and if he/she is retiring on any of the following classes of pensions.
 - i. Superannuation pension
 - ii. Voluntary retirement pension
 - iii. Retiring pension upon retirement after completing thirty three (33) years of qualifying service
 - iv. Proportionate pension opted upon absorption in Government of India or in a Public Sector Entity (PSE)/Central Autonomous Body (CAB)/Central Public Sector Undertaking (CPSU).
- b) The date of retirement of a Government employee for the purpose of counting the one (1) year period for commutation without medical examination shall be,
 - i. if retiring on attaining the age of superannuation, the date of retirement,
 - ii. in case of voluntary retirement, the date of retirement specified in the retirement orders issued,
 - iii. in the case of absorption in or under a Public Sector Entity (PSE)/Central Autonomous Body (CAB)/Central Public Sector Undertaking (CPSU), the date of absorption specified in the Government order,
 - iv. in the case where pensionary benefits are settled upon conclusion of departmental / judicial proceedings, the date of the final orders.
 - v. in all other cases, the date of retirement specified in the orders concerned.

Commutation with Medical Examination

- 2) a) Medical examination is necessary for a Government employee availing commutation,
 - i. at the time of retirement or anytime later, if retiring on Medical Invalidation Pension or Compulsory Retirement Pension
 - ii. after one (1) year from the date of retirement, irrespective the class of pension on which he/she retires.
- b) Where medical examination is necessary, commutation of pension shall not be sanctioned unless, such medical board, as specified by the Government from time

- to time, certifies that the physical health and prospects of duration of life of the service pensioner justify commutation.
- c) The certifying medical board shall subject the retiring Government employee or the service pensioner, as the case may be, to a strict medical examination. The Government employee/service pensioner shall be required to furnish the information pertaining to his/her health and habits, as is usually required of persons proposing to assure their lives in life insurance companies. The medical board shall report the findings of the medical examination in the manner as prescribed by the Government.
- d) If the retiring Government employee or the service pensioner, as the case may be, furnishes any information that is later found to be false within his/her knowledge or wilfully suppresses any material fact in answering any question, written or oral, put to him/her in connection with the medical examination, the PSA may cancel the sanction at any time before the payment is actually made.
- e) If in the opinion of the medical board prescribed, any special examination is necessary which it is not in a position to carry out itself, the retiring Government employee or the service pensioner, as the case may be, may require to undergo such examination at his/her own expense. No refund of such expenditure shall be given by the Government irrespective of the result of the examination.
- f) A retiring Government employee or service pensioner, as the case may be, may apply for a second medical examination at his/her own expense, to the same medical board, after one (1) year from date of the first examination if,
- i. he/she has once been refused Commutation on medical grounds, or
 - ii. he/she has declined once to accept Commutation on the basis of the Loaded Age.

25. Calculation of Commuted Value of Pension (CVP)

- 1) The Commuted Value of Pension (CVP) shall be calculated using the following formula.

Commuted Value of Pension = Commuted Portion of Service Pension X Commutation Factor specified against the Age on Next Birthday in the Commutation Table X 12.

Where –

- *Commutated Portion of Pension* is arrived at by applying the Commutation Percentage opted by the Government employee or Service Pensioner, as the case may be, on the service pension sanctioned, and
 - *Commutation Factor* is the value specified under the column 'Commutation value expressed as number of year's *purchase*' against the chosen 'Age on Next Birthday' in the Commutation Table given at Annexure-I, as amended by the Government.
- 2) If the Commutation Table is modified between the date of sanction of commutation and the date of its payment, payment shall be made in accordance with the table so modified. However, it shall be open to the applicant to withdraw his/her application by sending a notice in writing within fourteen (14) days from the date on which he/she receives notice of the modification, if the table so modified is less favourable to him/her than the table existing before.
 - 3) In the case of a Government employee who has served under more than one Government, the CVP shall be calculated as per the Commutation Table of the Government under which the Government employee retires.
 - 4) a) In the case of the Government employee who is temporarily lent by one Government to another, the calculation of CVP shall be as per the Commutation Table of the lending Government.
b) In the case of the Government employee who is permanently transferred from one Government to another, the calculation of CVP shall be as per the Commutation Table of the Government to which he/she is permanently transferred.

26. Reduction and Restoration of Service Pension

Reduction of Service Pension due to Deduction of Commuted Portion of Pension

- 1) a) The commutation shall become absolute i.e. final, on the date on which the Commuted Value of Pension is disbursed to the retiring Government employee or the service pensioner, as the case may be.
b) Reduced Service Pension (RSP) i.e. the Service Pension reduced by an amount equivalent of the Commuted Portion of Pension, shall become operative from the date of disbursement of the Commuted Value of Pension and be in force till the Commutation Period is completed.
c) In the case of upward revision of pension and payment of differential amount (i.e. the difference between the commuted value determined with reference to the

enhanced pension and the commuted value that was already disbursed), the reduction of the revised Commuted Portion of Pension in the service pension shall become effective from the date of disbursement of the said differential amount.

Restoration of Service Pension upon Completion of Commutation Period

- 2) a) The Commuted Portion of Pension shall be restored to the service pensioner upon completion of the Commutation Period, which is fifteen (15) years or as specified by the Government from time to time.
- b) No service pensioner shall be entitled to commute the service pension again on the ground that the commuted portion has been restored, i.e. commutation shall not be allowed for the second time.
- c) In the event where the service pensioner dies before completion of the Commutation Period, reduction of Commuted Portion of Pension shall cease along with the service pension, irrespective of the number of years left over in the Commutation Period. No Commuted Portion of Pension shall be carried forward and recovered from the family pension (EFP or NFP) payable to the eligible family pensioner.

CHAPTER – VIII

FAMILY PENSION

27. Enhanced Family Pension (EFP) and Normal Family Pension (NFP)

- 1) Family pension shall be paid in two forms namely, the Enhanced Family Pension (EFP) and the Normal Family Pension (NFP) as described in this rule.
- 2) a) Upon death of a Government employee, EFP shall become payable to the eligible family member in the following situations.
 - i. If the Government employee dies while in service after rendering a minimum qualifying service of seven (7) years without factoring in the additional qualifying service (weightage), or
 - ii. If the Government employee dies after retirement but before the expiry of a seven (7) year period from the date of retirement or before attaining the age of sixty-seven (67) years, whichever is earlier.
- b) EFP shall become payable for the following time periods.
 - i. If the Government employee dies while in service, it shall become payable for a period of ten (10) years from the date of death or till the date on which the Government employee would have attained the age of sixty-seven (67) years had he/she been alive, whichever is earlier.
 - ii. If the Government employee dies after retirement from service, it shall become payable from the date of death till the end of a period of seven (7) years starting from the date of retirement, or till the date on which the Government employee would have attained the age of sixty-seven (67) years had he/she been alive, whichever is earlier.
- c) EFP shall be payable at the rate of fifty percent (50%) of the emoluments last drawn by the Government employee, subject to the Minimum Pension in force.
- d) The payment of the NFP shall commence upon expiry of the EFP payment period mentioned in this subrule.
- 3) a) Upon death of a Government employee, NFP shall become payable to the eligible family member in the following situations.
 - i. If the Government employee dies while in service after rendering one (1) year of qualifying service but *before* completing a minimum qualifying

- service of seven (7) years, without factoring in the additional qualifying service (weightage), or
- ii. If the Government employee dies after retirement, after the expiry of a seven (7) year period from the date of retirement or after attaining the age of sixty-seven (67) years, whichever is earlier.
- b) NFP shall be payable to the eligible family member for such time periods and subject to such conditions as specified in these rules.
 - c) NFP shall be payable at the rate of thirty percent (30%) of the emoluments last drawn by the Government employee, subject to the Minimum Pension in force.
- 4) In the case where a Government employee dies while discharging risk-borne official duties, family pension shall become payable in the following manner.
- a) Initially, family pension shall be payable at a rate equal to the emoluments last drawn by the Government employee till the date of his/her superannuation, as if he/she is alive till the date of superannuation. Annual Increments and Pay Revisions, as applicable under relevant rules, shall also be admissible to the family pension in this case.
 - b) The aforementioned family pension shall be processed only upon obtaining prior approval from the Government.
 - c) After the date of retirement on superannuation, the EFP or NFP, as applicable, shall become payable as per the respective provisions of this rule.
- 5) In the case where the amount of family pension determined under this rule exceeds the service pension sanctioned to the Government employee, the amount of family pension shall be limited to the service pension.
- Provided that in the case where there is a cut/ partial withdrawal being implemented in the service pension, the amount of family pension may exceed that of the service pension.
- 6) The amount of any form of family pension shall be fixed at monthly rates and be expressed in whole rupees and where it contains a fraction of a rupee, it shall be rounded off to the next higher rupee.
 - 7) a) A family pensioner appointed to a service or post under the Government through direct recruitment shall be entitled to Dearness Relief on the family pension, irrespective of receipt of Dearness Allowance on pay.

- b) In the case where the spouse of the deceased Government employee is appointed to a service or post in the Government on compassionate grounds, Dearness Relief shall not be admissible on the family pension paid to him/her.
 - c) In the case where the son/daughter of the deceased Government employee is appointed to a service or post in the Government on compassionate grounds then he/she shall be ineligible to receive family pension.
- 8) Where an award under the Extraordinary Pension Rules, Andhra Pradesh is admissible, no family pension under these rules shall be sanctioned.

28. Conditions Governing Payment of Family Pension

Persons Entitled for Family Pension

- 1) a) The descending order of priority in which the family members of the deceased Government employee/ service pensioner shall receive family pension, subject to the eligibility conditions detailed in *sub rule-2* of this rule, is as given below.
- i. Spouse, including post-retiral spouse/ judicially separated spouse.
 - a. In fit cases, the PSA may decide, for reasons to be recorded in writing, to award the family pension to the child or children including minor child/children of the judicially separated deceased Government employee/service pensioner, in preference to the judicially separated Spouse.

Provided that where after the children cease to be eligible for family pension under these rules, payment of family pension shall be allowed to the judicially separated spouse of the deceased Government employee/service pensioner till the time of his/her death or remarriage, whichever is earlier.
 - b. In respect of a female Government employee/ service pensioner, where the divorce proceedings are pending in a competent Court of Law, or she has filed a case against her husband under Protection of Women from Domestic Violence Act, 2005 or Dowry Prohibition Act, 1961 or under Bharatiya Nyaya Sanhita, 2023, as amended by the Government of India from time to time, family pension may be granted to her eligible child / children in precedence to her spouse, upon submission of such a written request to the HoO by the female Government employee/ service pensioner.

- ii. Son(s)/unmarried daughter(s) up to the age of twenty five (25) years, including such son/daughter adopted legally before the death of the Government employee or son/daughter born after retirement, and also including son/daughter suffering with disability of the body or disorder of the mind irrespective of the age.
 - iii. Unmarried daughter(s) above the age of twenty-five (25) years or widowed/ divorced daughter(s) irrespective of their age.
 - iv. Parents, in the order of father and then mother, who were wholly dependent on the Government employee when he/she was alive, provided the deceased Government employee / service pensioner has left behind neither a widow nor a child.
- b) Only upon the family member in the higher order of eligibility ceases to be eligible to receive the family pension, the family member in the next lower priority shall become eligible to receive it.
- c) Upon exhausting all the persons in the family of the deceased Government employee, in the order of priority mentioned in this sub rule, the family pension shall cease.

Payment of Family Pension

- 2) a) The periods for which the family pension (EFP or NFP) is payable to the family members specified in *sub rule-1* of this rule, along with the eligibility conditions thereof, are given below.
- i. In case of the spouse, family pension shall be payable till the date of death or remarriage, whichever is earlier,
 - ii. In case of a childless widow, family pension shall be payable even after her re-marriage, subject to the conditions that the family pension shall cease once her independent income from all other sources becomes equal to or higher than the sum of the Minimum Pension in force and Dearness Relief thereon. The family pensioner in such case shall be required to submit a declaration regarding her income from other sources to the Pension Disbursing Officer once every six (6) months.
 - iii. In case of a son, family pension shall be payable until he attains the age of twenty-five (25) years or starts earning or until death, whichever is the earliest;
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- iv. In case of an unmarried daughter up to the age of twenty-five (25) years, family pension shall be payable until she gets married or starts earning or until death, whichever is the earliest;
- v. In case of an unmarried daughter above the age of twenty-five (25) years or in case of a widowed/ divorced daughter irrespective of their age, family pension shall be payable until she gets married/remarried or starts earning or until death, whichever is the earliest, provided such daughter had been dependent on the Government employee / service pensioner at the time of his/her death;
- vi. Children of a deceased Government employee, born to the divorced wife, shall be eligible for family pension.
- vii. Family pension shall be payable to children in the descending order of their dates of birth, irrespective of their gender, and younger of them shall not be eligible for family pension unless the elder child becomes ineligible for family pension.
- viii. Where the family pension is payable to more than one child with the same date of birth (example: twins/ triplets), it shall be paid to such children in equal shares. When one such child ceases to be eligible, his/her share shall pass on to the other such child(ren), in equal shares, if applicable.
- ix. In the case of a son / daughter who is suffering from any disability or disorder of body or mind that renders him/her unable to earn a living, family pension shall be payable until death, irrespective of his/her age and marital status.
- x. In the case where the deceased Government employee had more than one child suffering from disability of mind or body, the family pension shall be payable to such children in equal shares subject to the conditions specified in Clause (a) (ix) of this *subrule*.
- xi. Notwithstanding anything contained in this *subrule*, if the deceased Government employee had other children, in addition to one or more child(ren) suffering from disability / disorder of body or mind, then the family pension shall be payable as follows.
 - a. It shall be initially payable to all the children without any differentiation of disability / disorder, as per the order of priority specified in *subrule-1 of this rule* and the eligibility conditions set out in

Clauses (a) (iii) to (a) (viii) of this *subrule*, until the last child ceases to be eligible.

b. Then, it shall be resumed to the child(ren) suffering from disability / disorder of body or mind and paid as per the provisions of the *Clauses (a) (ix) and (a) (x)* of this *subrule*.

xii. In case of son / daughter suffering from disability / disorder of body or mind, payment of family pension shall be subject to the following conditions additionally.

a. The family pension shall be paid through his/her guardian to the child suffering with disability of mind, as in the case of a minor, even after such child attains the age of majority. However, in the case of a child suffering with disability of body, the family pension shall be paid through his/her guardian until the child attains the age of majority, after which, it shall be paid directly to him/her.

b. The PSA has to ensure and endorse, that the claimed disability of mind or body is incapacitating enough to render the person unable to earn a living, based on the certificate issued by the Medical Board concerned.

c. The guardian, who is receiving the family pension on behalf of a child suffering from a temporary disability of mind or body, shall produce once every three (3) years a certificate from the Medical Board concerned to the effect that the child still continues to suffer from the disability of mind or body.

The guardian who is in receipt of the family pension shall submit an undertaking once every six (6) months to the effect that the son/daughter has not started earning, after the son/daughter reaches eighteen (18) years of age.

xiii. In the case of Parents who were wholly dependent on the Government employee when he/she was alive, until the date of death of such dependent parents, provided the deceased Government employee / service pensioner has left behind neither a widow nor a child.

b) In the event of death of a female Government employee / pensioner, where family pension becomes payable to her child / children in precedence to her spouse, on her request to that effect as specified under *subrule-1 (a) (i) (b)* of this rule, family pension shall be disbursed in the following manner.

- i. If she is survived by a widower but the child(ren) are not alive, then the family pension shall be payable to the widower.
 - ii. If she is survived by a widower and minor child / children or child / children suffering from disorder or disability of body or mind,
 - a. the family pension shall be payable to the widower, if he is the guardian of such child/children. If the widower ceases to be the guardian of such child/children, the family pension shall be payable to the person who assumes the role of guardian of such child / children, upon production of guardianship certificate.
 - b. if the minor child, after attaining the age of majority, remains eligible for family pension, it shall become payable to such child from the date of attaining the age of majority, subject to the conditions specified in this sub-rule.
 - iii. After all the children cease to be eligible for family pension under **subrule-1 (a) (i) (b)** of this rule, family pension shall become payable to the widower till death or remarriage, whichever is earlier.
- c) Payment of family pension shall be further subject to the following conditions.
- i. In the case where the son or daughter is a minor as per the rules in force, the family pension shall become payable preferably to the natural guardian, as defined in the applicable Laws, and if there is no surviving natural guardian, then to a person with the Guardianship Certificate issued by the competent authorities.
 - ii. Excepting the cases where it is expressly mentioned in these rules, family pension shall not be payable to more than one member of the family at the same time.
 - iii. The income/ earning criteria to establish dependency of an individual family member, to consider him/her as eligible to receive family pension, shall be the minimum pension along with dearness relief thereon, specified by the Government from time to time.
 - iv. A family pension can be passed on from a family pensioner to another eligible family member of the deceased employee in the order of eligibility defined in subrule-1 of this rule, only if
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- a. the family pensioner becomes ineligible and the other family member becomes eligible to receive family pension as per the provisions of this rule and
 - b. where the eligibility is decided based on dependency, such dependency shall be considered only if the family member had been dependant on the service pensioner when he/she was alive but not on the family pensioner from whom it is passed on.
 - v. In the case where both wife and husband are Government employees, and if one of them dies while in service or after retirement, the family pension in respect of the deceased Government employee shall become payable to the surviving Spouse. In such case, Dearness Relief (DR) shall be payable only on one pension, whichever is beneficial to the service pensioner.
 - vi. In the case where both wife and husband are Government employees and if they both die while in service or after retirement leaving behind children, the following provisions shall apply.
 - a. The surviving child or children shall be granted two family pensions, EFP or NFP, as the case may be.
 - b. The sum of the two family pensions shall not be more than the amount equal to half of the maximum in the Master Scale which is in force as per the orders of the Government from time to time.
 - c. In such case, Dearness Relief (DR) shall be payable only on one pension, whichever is beneficial to the family pensioner.
 - vii. In the case where an active family pension is contended before a court of law, then disbursal of such family pension shall be subject to the orders of the court of law.
 - viii. In the case where the retired Government employee dies before receiving the pensionary benefits, the Life Time Arrears of Pension and the Death Relief shall be paid to the family pension beneficiary.
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CHAPTER – IX

PROCESSING OF PENSION CASES

29. Pre-Retirement Activities

List of Retiring Government employees

- 1) a) On the first working day of every month, the Establishment Officer (EO) who is the person in-charge of establishment matters pertaining to retirement benefits shall prepare the list of the Government employees left with **two (2) years of service** prior to their attaining the age of superannuation.
- b) In the case of Government employees retiring for reasons other than superannuation, i.e. the voluntary retirement, compulsory retirement, dismissal, removal, etc., the PSA shall promptly send the orders to the EO, DDO, PAA and PDO concerned.

Pre-Retirement Service Verification (PRSV)

- 2) The Pre-Retirement Service Verification activity shall be governed by the following provisions.
 - a) As Service Register (SR) is a vital record for pension verification, the EO/ DDO / HoO concerned shall ensure that the service particulars of the Government employee working in or under their office are duly entered in their respective SRs and are always kept up to date. It should also be ensured that the following details are available in the SRs.
 - i. List of Family Members;
 - ii. Nomination details.
 - b) The qualifying service of a Government employee shall be calculated based on the date of birth, date of appointment and the date of retirement as entered in the SR, duly excluding the periods of service that are not reckoned as Qualifying Service under these Rules.
 - c) Pay related particulars such as pay revisions, pay fixations, increments, automatic advancement, Step-up, Step-down, etc. shall be verified and ensured to be correct.
 - d) If the service for any period is not updated, the HoO under whom the Government employee is at present serving shall send the SR to the Office in which the Government employee is shown to have served during that period, for

the purpose of entry of missing service details. The respective HoO shall verify the period or periods of such service with reference to pay bills / acquittance rolls or any other official records and send the SR back within the time period specified.

- e) The EO shall enter the service particulars of such employee in the PRSV Form as per the SR and submit the same to the HoO concerned.
- f) The SR shall be made available to the PSA and PAA concerned for cross-verification of the details of the PRSV Form.
- g) The PRSV shall be carried out through an online application as per the guidelines issued by the Government from time to time.

Missing Service Particulars

- 3) a) If the date of appointment is not recorded in the SR,
 - i. the HoO shall establish it with reference to direct independent evidence such as appointment order, pay bill register, station register, seniority list, subsequent entries in the SR, etc.,
 - ii. certify the date of appointment and send the proposal to the appointing authority for authorizing entry in the SR.
- b) If any period of service of the Government employee cannot be verified, or if the SR itself is lost or not traceable,
 - i. the HoO shall ask the Government employee to submit an affidavit in respect of a period of service or entire service, as the case may be, duly supported by relevant information, documentary evidence and collateral evidence of contemporary employees along with a declaration that he/she was not on extra-ordinary leave or under suspension during the period of service in question.
 - ii. The above affidavit shall also contain an undertaking that if at a subsequent date the information furnished in the affidavit is found to be incorrect, then he/she shall be liable for disciplinary action under relevant rules and recovery of any amount paid in excess of his/her entitlement.
 - iii. after verification, the HoO shall establish the missing service particulars and send the proposal to the appointing authority for authorizing entry/entries in the SR or rebuilding the SR, as the case may be.

- iv. the Appointing Authority concerned shall validate all the details and issue a certificate to the effect that the entries about the service particulars may be made in the SR of the Government employee accordingly.

30. Key Stakeholders and their Responsibilities

- 1) The following stakeholders involved in processing of the pensionary benefits and other retirement benefits shall discharge their responsibilities, as assigned by the Government.
 - a) Retiring Government employee
 - b) Service Pensioner / Family Pensioner
 - c) Establishment Officer (EO)
 - d) Drawing and Disbursing Officer (DDO)
 - e) Head of the Office (HoO)
 - f) Pension Sanctioning Authority (PSA)
 - g) Pension Authorizing Authority (PAA)
 - h) Pension Disbursing Officer (PDO)
 - i) Monitoring and Grievance Redressal Cell
 - j) Any other stakeholder as specified by the Government
- 2) The Appointing Authority shall be the PSA for sanctioning the pensionary benefits of the Government employee.
- 3) Non-compliance in discharging the assigned responsibilities on part of the authorities /stakeholders specified in this rule shall entail disciplinary action under the provisions of appropriate Rules in force.

31. Processing, Sanctioning and Authorizing the Pension Proposal

Initiation of Pension Proposal

- 1) a) The retiring Government employee shall apply for service pension, gratuity and also commutation if desired, as per the procedure specified by the Government.
While applying, he/she shall
 - i. submit / update the details of the family members as on date, including marital status of children,
 - ii. submit / update the details of nominations for Gratuity, Commutation of Pension and other retirement benefits, as applicable.

- iii. At the time of applying for service pension/ family pension, the Government employee or the family pension beneficiary shall provide an undertaking stating that any excess payment made to him/her shall be liable to be recovered by the Government duly intimating the quantum and period of such recovery without any prior notice, and
 - iv. submit the pension application under proper authentication.
- b) In the case of death of the Government employee while in service, the application for family pension and death gratuity shall be initiated as specified below.
- i. If the details of the eligible family pension beneficiary were already declared by the Government employee, the application can be initiated by such family pension beneficiary under proper authentication as specified by the Government. Alternatively, he/she can approach the EO for initiation of the application by submitting the death certificate of the employee and Guardianship Certificate in case of minors or persons with physical or mental disabilities.
 - ii. If the eligible family pension beneficiary is not a declared family member/nominee or the family member/nominee pre-deceases the employee, or the nomination made becomes invalid, then he/she shall approach the EO for initiation of the application by submitting the death certificate of the employee, family member certificate and Guardianship Certificate in case of minors or persons with physical or mental disabilities.
- c) The Last Pay Certificate (LPC) shall be generated by the DDO, pending pay fixations, notional increments, etc., if any, and attached to the pension proposal.
- d) The entire responsibility of initiating the pension proposal shall lie with the retiring Government employee in case of service pension, and the EO/ HoO in case of family pension.

Processing of Pension Proposal

- 2) a) Upon receiving the pension application from the retiring Government employee, the HoO shall validate the details of the pension proposal, including the amounts of service pension, gratuity, commuted value of pension if any, enhanced family pension and normal family pension and recoveries if any, and then forward the pension proposal to the PSA concerned.

- b) The HoO shall ensure that the Service Register of the retiring Government employee is updated in all respects for the period elapsed from Pre-Retirement Service Verification to the date and verify the same.
- c) The Service Register with up-to-date service particulars shall be forwarded to the PSA for cross-verification of service particulars.
- d) Immediately upon retirement of the Government employee, the DDO / HoO shall ensure that the final Last Pay Certificate (LPC) is generated and made available to the PSA and the PAA concerned for reference and action in case of any discrepancy.

Assessment of Government Dues

- 3) While processing the pension application, the DDO shall obtain the statements of dues / no dues from the authorities mentioned in the table below and prepare a consolidated Statement of Dues / No Dues in order to effect recoveries from the pensionary benefits and other retirement benefits as applicable.

Sl. No	Government Dues	Authority Concerned to Issue Statement of Dues / No Dues
1	Long term loans / advances like House Building Advance, conveyance advance including interest etc. and short-term advances that may be outstanding on the date of retirement.	Accountant General, AP and DDO respectively.
2	Government quarters occupied by the retiring Government employee.	Officer competent to allocate the quarters
3	Overpayment of pay and allowances or leave salary etc.	HoO / DDO
4	Audit objections involving financial implications	HoO / DDO
5	Stores or Godown shortages / Misappropriations / Embezzlement	HoO / DDO
6	Advance of leave salary	HoO / DDO
7	Advance salary on transfer	HoO / DDO
8	Mobile bills in excess of the sanctioned limits	HoO / DDO
9	Unsettled imprest amount if any	HoO / DDO
10	Any other dues as applicable	HoO / DDO

- 4) The Statement of Dues / No Dues shall be served by the HoO / DDO on the Government employee and the same shall be made available to the PSA, PAA and PDO.

- 5) a) In the event where the Statement of Dues / No Dues issued by the authority concerned are inaccurate resulting in non-recovery / erroneous recovery, then the pecuniary loss shall be recovered from such authority.
- b) The dues as specified in the statement of dues/no dues shall be recovered by the DDO/HoO concerned while processing the pensionary benefits. In case where the pensionary benefits and other retirement benefits are released to the Government employee without recovering the dues, if any, the DDO / HoO shall be held responsible, and the pecuniary loss shall be recovered from them.

Sanction of Pension Proposal

- 6) a) Upon receiving the pension proposal, the PSA concerned shall validate the details as per these rules and relevant executive instructions in force. He/she shall also cross-verify and validate the service particulars with the Service Register received from the HoO concerned.
- b) If everything is in order, the PSA shall accord sanction and forward it to the PAA concerned. The Service Register shall also be forwarded to the PAA for cross-verification of service particulars.
- c) In case of discrepancies, the PSA may return the pension proposal to the HoO concerned, clearly pointing out all the errors / issues therein, in a comprehensive manner in the first instance itself so as to avoid multiple returns.
- d) In case of any excess payments made to the service / family pensioner either on the basis of the sanction of the amounts by the PSA or subsequent to such sanction by the PDO, such officers shall be liable for departmental proceedings under APCCA Rules, which may entail recovery of such excess amounts from such officers and criminal action wherever found appropriate.

Authorization of Pension Proposal

- 7) a) Upon receiving the pension proposal, the PAA shall scrutinize it as per these rules and relevant executive instructions in force, duly cross-verifying it with the service particulars specified in the Service Register received from the PSA.
- b) If everything in the proposal is in order, the PAA shall authorize the pension proposal and issue Pension Payment Order (PPO), Gratuity Payment Order (GPO) and Commutation Payment Order (CPO) in the name of the Pension Disbursement officer (PDO), as opted by the Government employee in his/her pension application.

- c) Copies of the PPO, GPO and the CPO shall be made available to the EO/ DDO / HoO, PSA, PAA, PDO and also to the retiring Government employee.
- d) The PAA concerned is responsible for the correctness of the PPO, GPO, CPO issued by him/her and any modifications to such orders shall be carried out by the PAA concerned only.
- e) In case of discrepancies, the PAA may return the pension proposal to the PSA concerned, clearly pointing out the errors / issues therein, in a comprehensive manner.
- f) The PAA shall authorize the pension proposal unless he/she receives communication from the PSA, either to withhold the pension in full or in part or to affect any cut in the pension duly specifying the reasons thereof before authorization of pensionary benefits.
- g) Upon authorization of the pension proposal and issue of PPO, GPO and CPO, the SR shall be returned to the PSA concerned.

Disbursement of Pensionary Benefits

- 8) a) Upon authorization, copies of PPO, GPO and CPO shall be made available to the Pension Disbursing Officer (PDO) concerned.
- b) The PDO shall take necessary further action to affect the payments, as per the applicable provisions of these rules and relevant executive instructions in force.

Processing of Provisional Pension

- 9) a) In case where departmental or judicial proceedings are pending, the PSA shall send the pension proposal to the PAA with a clear mention of the following.
 - i. Details of the departmental proceedings or judicial proceedings
 - ii. Quantum of pension that would be admissible to the Government employee in case he/she is either absolved of all charges or is acquitted by a Court of Law, as the case may be.
 - iii. Quantum of Provisional Pension recommended.
- b) Upon authorization of the recommended provisional pension, the PPO for the provisional pension shall be issued.
- c) If any pending departmental or judicial proceedings are concluded or fresh proceedings are instituted against a Government employee while the pension proposal is in process, the PSA concerned shall immediately send communication,
 - i. to the PAA concerned not to authorize the pensionary benefits, and

- ii. to the PDO concerned not to release the pensionary benefits if already authorized.
 - iii. to the HoO to initiate a revised pension proposal accordingly.
- d) Upon conclusion of the departmental or judicial proceedings pending against a Government employee, the PSA concerned shall send appropriate communication to the PDO concerned, mentioning the final outcome of such departmental or judicial proceedings and requesting to stop the Provisional Pension if the final outcome is removal or dismissal from service.
- e) The PDO shall send the list of provisional pensioners to the PSA concerned in the month of February every year and obtain the status of departmental / judicial proceedings.

Apportionment of Pensionary Benefits

- 10) The amount of pensionary benefits shall be apportioned between the States of Andhra Pradesh and Telangana, wherever applicable, in accordance with the provisions of the Andhra Pradesh Reorganization Act, 2014.

Pensioner Verification Certificate (PVC)

- 11) The service pensioner or the family pensioner, as the case may be, shall submit the Pensioner Verification Certificate (PVC) periodically, as specified by the Government.

32. Processing of Commutation Applied after Retirement

- 1) In the case where the commutation is applied after retirement, it shall be done through a separate application submitted by the service pensioner.
- 2) Upon receiving the commutation application, the HoO shall validate the application particulars and the attached documents if any, and forward the commutation proposal to the PSA concerned.
- 3) If the case does not require any medical examination as per these rules, the PSA shall validate the commutation proposal including the uploaded documents if any, sanction the commutation and forward the proposal to the PAA concerned.
- 4) If the case requires a medical examination as per these rules,
 - a) The PSA shall validate the commutation proposal including the uploaded documents and if everything is in order, he/she shall sanction the commutation subject to the result of medical examination, and then forward the proposal to the appropriate Medical Board as specified by the Government from time to time.

- b) The Medical Board shall subject the service pensioner to a strict medical examination, in the light of his/her medical history and habits recorded as part of consultation.
- c) In the case of the service pensioner who has been granted pension on the ground of medical invalidation, the grounds of invalidation and the medical case history concerned shall be duly considered by the Medical Board.
- d) Based on the information and medical history provided by the service pensioner and the results of the medical examination, the Medical Board shall record its observations and recommendations and forward the report to the PSA concerned.
- e) If no Loaded Age is recommended by the Medical Board, the PSA shall forward the commutation proposal including the uploaded documents and medical report to the PAA concerned.
- f) If Loaded Age is recommended by the Medical Board,
 - i. The PSA shall send a communication to the service pensioner, under proper acknowledgement, indicating the commutation amount admissible to him/her on the basis of the loaded age given in the medical report and request him/her to convey his/her acceptance to the same within three (3) weeks and under proper authentication.
 - ii. If the service pensioner communicates his/her acceptance to the above, or, if he/she does not respond to the above communication within the prescribed time limit, the commutation shall become absolute on the date of receipt of acceptance or on expiry of the prescribed time limit, as the case may be. In such a case, the PSA shall consider it as deemed acceptance by the service pensioner and accordingly revise the commutation proposal as per the loaded age recommended and forward it to the PAA concerned.
 - iii. On the other hand, if the service pensioner declines to accept the commutation amount admissible on the basis of the loaded age within the prescribed time limit, he/she shall be deemed to have withdrawn his/her commutation application. In such a case, the PSA shall record appropriate remarks and close the commutation application. The required information regarding such a closed case shall be made available to the PSA, PAA, DDO, EO, HoO and the service pensioner.

- 5) Upon receipt of the commutation proposal, the PAA shall validate it as per the provisions of these rules and relevant executive instructions in force, and if everything is in order, authorize it and issue the Commutation Payment Order (CPO).
- 6) Copy of the CPO shall be made available to the DDO, EO, HoO, PSA, PAA and also to the service pensioner.
- 7) In case of any discrepancies, the PSA or the PAA as the case may be, may return the commutation proposal with comprehensive remarks.
- 8) Upon authorization by the PAA, a copy of the CPO shall be made available to the PDO concerned who shall take necessary further action for disbursement of the Commuted Value of Pension (CVP) as per the CPO.
- 9) The payment of Commuted Value of Pension shall be authorised on the PDO as opted by the service pensioner.
- 10) In the case where commutation of pension has been applied, either at the time of retirement or later, and the Government employee or the service pensioner concerned dies before receiving the Commuted Value of Pension (CVP), it shall be paid in the following manner.
 - a) If there is one or more nominees specified by the Government employee or service pensioner, as the case may be, the CVP shall be paid to such nominee(s).
 - b) If there is no such nomination or if the nomination made does not prevail, the CVP shall be paid to the family of the deceased service pensioner, in the manner the amount of Retirement Gratuity is paid to the family of a retired Government employee who dies before receiving it.

33. Payment of Pension Contribution by Borrowing Organizations

- 1) In the case where the retiring Government employee is working on foreign service terms, it is the responsibility of the borrowing department to remit the Leave Salary & Pension Contribution (LS&PC) in time, as requested by the lending department.
- 2) Pensionary benefits of the retiring Government employee shall be processed irrespective of the receipt of LS&PC by the lending department from the borrowing organization.

34. Sanction of Pensionary Benefits in Certain Cases

In the case where the whereabouts of a Government employee are not known

- 1) a) In a case where the whereabouts of the Government employee are not known, the following process shall be followed for processing the family pension.

- i. The family member / nominee shall lodge a complaint with the Police Station concerned and obtain a report that the Government employee has not been traced after all efforts had been made by the police.
 - ii. The family pension shall be admissible from the date of F.I.R., but, shall only be sanctioned and paid upon completion of one (1) year from the date of F.I.R.
 - iii. The family member / nominee shall apply to the EO/ HoO concerned, after one (1) year from the date of F.I.R, by attaching all required documents and submit an indemnity bond stipulating that all payments made shall be adjusted against the payments due to the Government employee in case he/she appears on the scene and makes any claim.
 - iv. In the case where departmental / judicial proceedings are pending against the Government employee at the time of application for family pension, it shall be processed only when the death is conclusively established or upon lapse of a seven (7) year period from the date of F.I.R, whichever is earlier.
 - v. While processing the family pension proposal, the DDO / HoO shall assess all Government dues outstanding against the Government employee and affect recovery in accordance with instructions in force. The proposal shall then be forwarded to the PSA concerned after ensuring that everything is in order.
 - vi. The indemnity bond obtained from the family member / nominee shall be retained with the EO/ HoO and need not be forwarded to the PSA / PAA concerned, however, the fact of obtaining the Bond shall be certified by the HoO while forwarding the pension proposal to the PSA concerned.
 - vii. After this stage, the proposal shall be processed, and the pensionary benefits shall be disbursed as in the case of the family pension proposal initiated when the Government employee dies while in service.
- b) In case of any delay in lodging of F.I.R., no payment shall be admissible for the period from the date following the date of disappearance to the date of filing the F.I.R.
 - c) The enhanced family pension shall become payable for a period of ten (10) years from the date of disappearance or till the date on which the Government employee

would have attained the age of sixty-seven (67) years had he/she been alive, whichever is earlier.

- d) Retirement gratuity shall be processed and paid to the family / nominee(s) as per the applicable provisions of these rules. In case of any delay, interest shall be paid at the applicable rates and responsibility for such delay shall be fixed. The difference between the death gratuity and retirement gratuity, if any, shall become payable only after the death of the employee is conclusively established or on the expiry of the period of seven (7) years from the date of the police report certifying that the employee is not traceable, whichever is earlier.
- e) This rule shall not apply to Government employees who have, prior to disappearance, committed criminal offenses. In such cases family pension shall be sanctioned only upon acquittal of the service pensioner by a Court of Law.

In the case where the whereabouts of a Service Pensioner are not known

- 2) a) In a case where the whereabouts of the service pensioner are not known, the following process shall be followed by the family member.
- i. The family member / nominee shall lodge a complaint with the Police Station concerned and obtain a report that the Service Pensioner has not been traced after all efforts had been made by the police.
 - ii. The family member / nominee shall apply to the EO/ HoO concerned by attaching all required documents and handing over the original indemnity bond. If the name of the family pension beneficiary is not endorsed in the PPO concerned, then he/she shall submit the Legal Heir Certificate issued by the competent authorities.
 - iii. The HoO shall process the pension proposal and after ensuring that everything is in order, the pension proposal shall be forwarded to the PSA concerned.
 - iv. The indemnity bond obtained from the family pension beneficiary shall be retained with the EO/ HoO. The bond need not be forwarded to the PSA, however, the fact of obtaining the Bond shall be certified by the HoO while forwarding the pension proposal to the PSA concerned.
 - v. After this stage, the proposal shall be processed, and the family pension shall be disbursed as in the case of the family pension proposal initiated upon death of the service pensioner.

- b) The family pension shall be admissible from the date of F.I.R., but, shall only be sanctioned and paid upon completion of one (1) year from the date of F.I.R. with police and obtaining a certificate.
- c) In case of any delay in lodging of F.I.R., no payment is admissible for the period from the date following the date of disappearance to the date of filing the F.I.R.
- d) The enhanced family pension shall become payable from the date of disappearance of the service pensioner till the end of a period of seven (7) years starting from the date of retirement, or till the date on which the pensioner would have attained the age of sixty-seven (67) years had he/she been alive, whichever is earlier.
- e) In cases where the date of death is specifically declared by a Court of law, the same date shall be accepted as the actual date of death.
- f) Life Time Arrears of pension from the date of last payment to the date of disappearance shall be payable to the nominee or legal heir or family member, as the case may be.
- g) This rule shall not apply to service pensioners who have, prior to disappearance, committed criminal offenses. In such cases family pension shall be sanctioned only upon acquittal of the service pensioner by a Court of Law.

CHAPTER – X

MISCELLANEOUS

35. Deployment of Online Application for Processing Pensionary Benefits

- 1) In order to improve the efficiency and effectiveness in the processing and disbursement of pensionary benefits and other retirement benefits to the Government employees/ family pensioners, the Government shall digitalise the processes pertaining to the provisions of these Rules updated from time to time.
- 2) After adoption of the online application, the Government may further optimize or revise the processes or workflows pertaining to the provisions of these Rules, as deemed fit, to ensure continual improvement.

36. Interpretation of these Rules

The Government in Finance Department shall be competent to interpret these rules and issue amendments and clarifications as required.

37. Power to Relax these Rules

Based on the merits of the case, the Government in the Finance Department may, by order for reasons to be recorded in writing, dispense with or relax the requirements of any of these rules, to such extent and subject to such exceptions and conditions as it may consider necessary for dealing with the case in a just and equitable manner.

38. Power to Provide for Residual Matters

Any related aspects not specifically covered in these rules shall be provided by the Government in Finance Department, provided that they are not repugnant to or inconsistent with the provisions of these rules.

39. Repeal and Saving

- 1) In relation to the operation of the AP Revised Pension Rules, 1980 as on the date of commencement of these rules, any rule introduced, if confers an advantage to the pensioner, shall be extended to such pensioner.
- 2) However, if any pensioner is entitled to any advantage, benefit or otherwise, flowing from AP Revised Pension Rules, 1980 as on the date of commencement of these rules, the same shall be continued in respect of the pensioner.

- 3) The rights and advantages, if any, earned and accrued by operation of AP Revised Pension Rules, 1980 in respect of pensioners as on the date of commencement of these rules, shall remain saved and protected under these rules.

40. Review and Revision

These rules may be reviewed once in every five (5) years and revised to bring them up to date.

DRAFT

Annexure- I
(See Rule 25 of these Rules)

Commutation Table (Value for a Pension of Re.1 per annum)

Age on next birthday	Commutation value expressed as number of years purchase	Age on next birthday	Commutation value expressed as number of years purchase	Age on next birthday	Commutation value expressed as number of years purchase
20	9.188	41	9.075	62	8.093
21	9.187	42	9.059	63	7.982
22	9.186	43	9.040	64	7.862
23	9.185	44	9.019	65	7.731
24	9.184	45	8.996	66	7.591
25	9.183	46	8.971	67	7.431
26	9.182	47	8.943	68	7.262
27	9.180	48	8.913	69	7.083
28	9.178	49	8.881	70	6.897
29	9.176	50	8.846	71	6.703
30	9.173	51	8.808	72	6.502
31	9.169	52	8.768	73	6.296
32	9.164	53	8.724	74	6.085
33	9.159	54	8.678	75	5.872
34	9.152	55	8.627	76	5.657
35	9.145	56	8.572	77	5.443
36	9.136	57	8.512	78	5.229
37	9.126	58	8.446	79	5.018
38	9.116	59	8.371	80	4.812
39	9.103	60	8.287	81	4.611
40	9.090	61	8.194		

[Basis: LIC (94-96 Ultimate Table and 8.00% interest)]

ANNEXURE-II

Mapping of AP Revised Pension Rules, 1980 and AP Civil Services (Pension) Rules, 2026

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
1	Short title and commencement	Part-I	1	Short title and commencement	Chapter-I : Preliminary	<ul style="list-style-type: none"> Modified the title in consonance with GOI Rules and other GoAP Rules such as APCS (CCA) Rules and APCS (Conduct) Rules.
2	Application	Part-I	2	Applicability	Chapter-I : Preliminary	<ul style="list-style-type: none"> Modified to suit the present situation
3	Option	Part-I	---	----	----	<ul style="list-style-type: none"> This rule is omitted as it is no longer relevant
---	----	----	3	Definitions	Chapter-I : Preliminary	<ul style="list-style-type: none"> APRPRs do not contain a Definitions Section. Therefore a new section has been included accordingly.
4	Government employees transferred from services and posts to which these rules do not apply	Part-I	---	----	----	<ul style="list-style-type: none"> This rule has been omitted as the described situation may not arise in the current context. A generic rule may not be required

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
5	Regulation of claims to pension or family pension	Part-I	7	General Conditions Governing Qualifying Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> As the content of this rule in APRPRs is generic, the relevant portion has been appropriately incorporated into the new rule.
6	-----	Part-I	---	-----	-----	<ul style="list-style-type: none"> Rule-6 in APRPRs was deleted w.e.f. 1998
7	Limitations on number of pensions	Part-I	4	Limitations on Number of Pensions	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
8	Pension subject to future good conduct	Part-I	5	Power to Withhold or Withdraw Pension	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
9	Right of Govt. to withhold or withdraw pension	Part-I	5	Power to Withhold or Withdraw Pension	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
10	Commercial employment after retirement	Part-I	6	Employment after Retirement	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
11	Restriction on practice in Commercial Tax and other cases after retirement	Part-I	6	Employment after Retirement	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
12	Employment after retirement under a Government outside India	Part-I	6	Employment after Retirement	Chapter-II : General Conditions	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
13	Commencement of qualifying service	Part-I	7	General Conditions Governing Qualifying Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
14	Conditions subject to which service Qualifies	Part-I	7	General Conditions Governing Qualifying Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
15	Counting of service rendered under Central Government	Part-I	8	Counting of Service Rendered in Government of India or in a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
16	Counting of service as apprentice	Part-I	---	----	----	<ul style="list-style-type: none"> This rule in APRPRs is omitted as the practice of apprenticeship has been discontinued.
17	Counting of service on contract	Part-I	---	----	----	<ul style="list-style-type: none"> This rule in APRPRs is now deemed irrelevant and has consequently been omitted.
18	Counting of pre-retirement civil service in the case of re-employed Government employees	Part-I	---	----	----	<ul style="list-style-type: none"> This rule in APRPRs is omitted as it is deemed irrelevant in the current context.

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
19	Counting of military service rendered before civil employment	Part-I	9	Counting of Military Service Rendered before Employment with the Government	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
20	Counting of war service rendered before Civil employment	Part-I	---	-----	-----	<ul style="list-style-type: none"> This rule in APRPRs is omitted as war service is no longer relevant
21	Counting of periods spent on leave	Part-I	10	Counting the Service Rendered in Certain Cases	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
22	Counting of periods spent on training	Part-I	10	Counting the Service Rendered in Certain Cases	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
23	Counting of periods of suspension	Part-I	10	Counting the Service Rendered in Certain Cases	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
24	Forfeiture of service on dismissal or removal	Part-I	11	Interruption in Service and Forfeiture of Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
25	Counting of past service on reinstatement	Part-I	11	Interruption in Service and Forfeiture of Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
26	Forfeiture of service on resignation	Part-I	11	Interruption in Service and Forfeiture of Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
27	Effect of interruption in service	Part-I	11	Interruption in Service and Forfeiture of Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
28	Condonation of interruption in service	Part-I	11	Interruption in Service and Forfeiture of Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rule in APRPRs is incorporated in the new rule
29	Addition to qualifying Service	Part-I	7	General Conditions Governing Qualifying Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rules of APRPRs is incorporated appropriately in the said new rule
30	Verification of qualifying service after 25 years of service	Part-I	7	General Conditions Governing Qualifying Service	Chapter-III : Qualifying Service	<ul style="list-style-type: none"> The relevant content of this rules of APRPRs is incorporated appropriately in the said new rule
31	Emoluments	Part-I	18	Emoluments in the Context of Pensionary Benefits	Chapter-V : Calculation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
32	Average Emoluments	Part-I	---	-----	-----	<ul style="list-style-type: none"> This rule in APRPRs is omitted, as the calculation of pension based on average emoluments has already been discontinued.
33	Superannuation pension	Part-I	12	Superannuation Pension	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
34	Retiring pension	Part-I	14	Retiring Pension upon Retirement after Completing 33 Years of Qualifying Service	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
35	Pension on absorption in or under a Corporation, Company or Body	Part-I	15	Proportionate Pension on Absorption in Government of India or in a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
36	Conditions governing grant of pension to persons on absorption in or under a Corporation, Company or Body	Part-I	15	Proportionate Pension on Absorption in Government of India or in a Public Sector Entity/ Central Autonomous Body/ Central Public Sector Undertaking	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
37	Invalid pension	Part-I	17	Pension on Medical Invalidation	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
38	Compensation Pension	Part-I	---	-----	-----	<ul style="list-style-type: none"> This rule in APRPRs is omitted as it is no longer relevant in the present context

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
39	Compulsory retirement pension	Part-I	16	Pensions Contingent upon Departmental / Judicial Proceedings	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
40	Compassionate allowance	Part-I	16	Pensions Contingent upon Departmental / Judicial Proceedings	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
41	Amount of compassionate allowance	Part-I	16	Pensions Contingent upon Departmental / Judicial Proceedings	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
42	Retirement on attaining the age of superannuation	Part-I	12	Superannuation Pension	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
43	Retirement on completion of twenty years of qualifying service	Part-I	13	Pension on Voluntary Retirement	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule
44	Retirement on completion of thirty-three years' qualifying service	Part-I	14	Retiring Pension upon Retirement after Completing 33 Years of Qualifying Service	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
45	Amount of Pension	Part-I	19	Calculation of Pension	Chapter-V : Calculation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
---	-----	-----	20	Revision and Consolidation of Pension	Chapter-V : Calculation of Pension	<ul style="list-style-type: none"> A new rule is proposed incorporating the relevant executive instructions given in APRPRs
46	Retirement Gratuity	Part-I	22	Calculation and Payment of Gratuity	Chapter-VI : Gratuity	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated in the said new rule. The content related to service gratuity is incorporated in "Rule-19 : Calculation of Service Pension"
47	Persons to whom gratuity is payable	Part-I	22	Calculation and Payment of Gratuity	Chapter-VI : Gratuity	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated in the said new rule.
48	Lapse of retirement gratuity and death gratuity	Part-I	22	Calculation and Payment of Gratuity	Chapter-VI : Gratuity	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated in the said new rule.

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
49	Nominations	Part-I	21	Nomination for Gratuity by the Government employee	Chapter-VI : Gratuity	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated in the said new rule. The definition of "Family" is incorporated in line with GoI.
50	Family Pension	Part-I	27	Enhanced Family Pension (EFP) and Normal Family Pension (NFP)	Chapter-VIII : Family Pension	<ul style="list-style-type: none"> Since Family Pension is organized as a separate Chapter in the new rules, the content given under 'Family Pension' in APRPRs is appropriately divided and organized into these 2 rules
			28	Conditions Governing Payment of Family Pension	Chapter-VIII : Family Pension	
51	Sanction of Anticipatory Pension	Part-I	---	-----	-----	<ul style="list-style-type: none"> This rule in APRPRs is omitted as it is no longer relevant with the implementation of the pension software.
52	Provisional pension where departmental or judicial proceeding may be pending	Part-I	16	Pensions Contingent upon Departmental / Judicial Proceedings	Chapter-IV : Classes of Pensions	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule.

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
---	-----	-----	35	Deployment of Online Application for Processing Pensionary Benefits	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> This proposed new rule aims to establish a comprehensive provision for the suitable automation of processes related to pensions.
53	Interpretation	Part-I	36	Interpretation of these rules	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
54	Power to relax	Part-I	37	Power to Relax these Rules	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
---	-----	-----	38	Power to Provide for Residual Matters	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> This new rule is proposed as a protective measure to address any relevant aspects that are not covered in the new rules.
55	Repeal and Saving	Part-I	39	Repeal and Saving	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
---	-----	-----	40	Review and Revision	Chapter-X : Miscellaneous	<ul style="list-style-type: none"> This new rule is proposed to inculcate a mandatory practice of revising these rules at proposed intervals.

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
1	Applicability	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	---	----	----	<ul style="list-style-type: none"> Not relevant as it is already addressed in the 2nd rule in the new rules
2	Commutation of Pension	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	23	General Conditions Governing Commutation of Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
3	Submission of Application for Commutation	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
4	Medical Examination dispensed with in certain cases (Commutation without Medical Examination)	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	24	Role of Medical Examination in Commutation	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
5	Cases where medical examination is necessary	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	24	Role of Medical Examination in Commutation	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
6	Procedure for Commutation of Pension where medical examination is not necessary	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
			32	Processing of Commutation Applied after Retirement		

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
7	Procedure for the commutation of Pension where medical examination is necessary	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	32	Processing of Commutation Applied after Retirement	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule
8	Authorities competent to conduct medical examination	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	24	Role of Medical Examination in Commutation	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule.
9	Procedure for Medical Examination	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	32	Processing of Commutation Applied after Retirement	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
10	Date on which the commutation becomes absolute	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	26	Reduction and Restoration of Service Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
11	Date from which reduction of pension becomes operative	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	26	Reduction and Restoration of Service Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
12	Amount of capitalised value of pension	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	25	Calculation of Commuted Value of Pension (CVP)	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The relevant content of this rule of APRPRs is incorporated appropriately in the said new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
13	Authorities competent to sanction Commutation of Pension	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	30	Key Stakeholders, and their Responsibilities	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
14	Verification & authorisation of commutation application of Class-IV and other low paid employees	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
			32	Processing of Commutation Applied after Retirement		
15	Payment of Commuted Value of Pension	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	23	General conditions governing commutation of pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
16	Rescinding of Commutation of Pension - Not permissible	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	23	General Conditions Governing Commutation of Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
17	Procedure for the Payment of Commuted Value of Pension to the survivors in the event of death of the Pensioner before receiving the same	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	32	Processing of Commutation Applied after Retirement	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
18	Restoration of Commuted portion of Pension	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	26	Reduction and Restoration of Service Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
19	Restoration of commuted portion of pension absorbed employees	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	26	Reduction and Restoration of Service Pension	Chapter-VII : Commutation of Pension	<ul style="list-style-type: none"> The content of this rule is appropriately incorporated into the said new rule
20	Restoration of commuted portion of pension-Instructions	Appendix-IV : A.P. Civil Pensions (Commutation) Rules, 1944	---	----	-----	<ul style="list-style-type: none"> This rule is omitted as it is not relevant in the current context
1	Preparation of List of Government employees Due for Retirement	Appendix-I : Procedure for Processing Pension Cases	29	Pre-Retirement Activities	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated in the new rule
2	Submission of Formal Application for Pension	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
3	Verification of Service Particulars	Appendix-I : Procedure for Processing Pension Cases	29	Pre-Retirement Activities	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The relevant content of this rule is appropriately incorporated into the said new rule

AP Revised Pension Rules, 1980 (APRPRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
4	Forms	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
5	Preparation of Pension Papers	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
6	Procedure for Processing of Pension papers	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
7	No Dues Certificate	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
8	Pension Contribution	Appendix-I : Procedure for Processing Pension Cases	33	Payment of Pension Contribution by Borrowing Organizations	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The relevant content of this rule is appropriately incorporated into the said new rule
9	Assessment of Pension and Retirement Gratuity	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule

AP Revised Pension Rules, 1980 (APRRs)			APCS (Pension) Rules, 2026			Remarks
Rule No.	Rule Title	Chapter	Rule No.	Rule Title	Chapter	
10	Sanction of Pension	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
11	Forwarding of Pension papers	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
12	Action to be taken to withhold or impose a cut in pension after forwarding the pension papers	Appendix-I : Procedure for Processing Pension Cases	---	---	---	<ul style="list-style-type: none"> This rule is omitted as the relevant aspects are proposed to be covered in the executive instructions issued for digitalisation of the pension processes.
13	Action by the Pension Issuing Authority	Appendix-I : Procedure for Processing Pension Cases	31	Processing, Sanctioning and Authorizing the Pension Proposal	Chapter-IX: Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule
14	Procedure to be followed to settle Gratuity and Family Pension in certain cases	Appendix-I : Procedure for Processing Pension Cases	34	Sanction of Pensionary Benefits in Certain Cases	Chapter-IX : Processing of Pension Cases	<ul style="list-style-type: none"> The content of this rule is modified as per the online process and incorporated into the said new rule