



GOVERNMENT OF ORISSA

**ORISSA CIVIL SERVICES
(COMMUTATION OF PENSION) RULES
1992**

FIRST EDITION

FINANCE DEPARTMENT



GOVERNMENT OF ORISSA

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Branch-III
Finance Department

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PREFACE

The Orissa Civil Services (Commutation of Pension) Rules, 1992 aim at bringing up-to-date instructions in the matter of commutation of Civil Pensions by incorporating the basic principles of commutation and latest modifications to regulate commutation of pensions.

It is hoped that this compendium would serve as a handy manual to facilitate any reference by the Pension Sanctioning Authorities in deciding commutations.

This compilation is the result of the collective efforts of Shri S. Sahoo, Under-Secretary (since retired), Shri B. D. Panda, Section Officer, Shri D. Swain, Section Officer and Shri R. C. Mishra, Senior Assistant who have worked under the able guidance and supervision of Shri S. K. Rath, Joint Secretary, Finance Department.

Any error or omission may be brought to the notice of Finance Department for modification of the aforesaid Rules where necessary.

Bhubaneswar
The 31st March, 1992

P. K. PATNAIK
Principal-Secretary to Government
Finance Department

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FINANCE DEPARTMENT

NOTIFICATION

The 28th March 1992

S. R. O. No. 373/92—In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, the Governor of Orissa hereby makes the following rules to regulate the grant of commutation of a fraction of pension to the persons on retirement from service in connection with the affairs of State of Orissa, namely :—

CHAPTER I

PRELIMINARY

1. Short Title and Commencement

- (1) These rules may be called the **Orissa Civil Services (Commutation of Pension) Rules, 1992**
- (2) They shall come into force on such date as the State Government may by notification appoint.

2. Application

These rules shall apply to Government servants who may be entitled to or have been authorised to receive any class of pension as specified in Chapter IV of the Orissa Civil Services (Pension) Rules, 1992.

3. Definitions

In these rules, unless the context otherwise requires, —

- (a) "Accountant-General" means the Head of the Office of Audit and Accounts subordinate to the Comptroller and Auditor General of India, who keeps the account of the State and exercises audit functions relating to those accounts on behalf of the Comptroller and Auditor General of India and includes an Audit Officer and Accounts Officer ;
- (b) "Applicant" means a Government servant, including a retired Government servant who applies for commutation of a fraction of pension in the prescribed form ;

(c) "Disbursing Authority" means:—

(i) branch of a nationalised bank, or

(ii) treasury including sub-treasury and special treasury from where the applicant is receiving pension authorised under the pension rules ;

(d) "Form" means a Form appended to these rules ;

(e) "Government" means the Government of Orissa ;

(f) "Head of Office" means a Gazetted Officer whom the competent authority may, by order, specify as Head of Office ;

(g) "Medical Authority" means medical authority referred to in rule 20 ;

(h) "Pension" means any class of pension including compassionate allowance as specified in Chapter IV of Orissa Civil Services (Pension) Rules, 1992 but does not include extra pension and the amount, by whatever name called, granted by the Government to a pensioner as a compensation for higher cost of living ;

(i) "Pension Rules" means the Orissa Civil Services (Pension) Rules, 1992 ;

(j) "Provisional Pension" means the pension referred to in rule 65 of Orissa Civil Services (Pension) Rules, 1992 ;

(k) "Table" means a table showing commutation values appended to these rules.

2. The words and expressions used in these rules but not defined shall have the meanings respectively assigned to them in Orissa Civil Services (Pension) Rules, 1992.

CHAPTER II

GENERAL CONDITIONS

4. Restriction for Provisional Commutation

No Government servant against whom departmental or judicial proceedings as referred to in rule 7 of Orissa Civil Services (Pension) Rules, 1992 have been instituted before the date of his retirement, or the pensioner against whom such proceedings are instituted after the date of his retirement as the case may be, shall be eligible to commute a fraction of his provisional pension authorised under rule 66 of Orissa Civil Services (Pension) Rules, 1992 during the pendency of such proceedings.

5. Commutation of Pension

(1) A Government servant on retirement is entitled to commute for a lump sum payment a fraction not exceeding one third of his pension.

Provided that for the purpose of commutation of invalid pension, the amount of original invalid pension, determined with reference to qualifying years of service will only be taken into account.

(2) In an application for commutation in Form-1 or Form 1-A or Form-2, as the case may be, an applicant shall indicate the fraction of pension which he desires to commute and may either indicate the maximum limit of one-third of pension or such lower limit as he may desire to commute.

(3) If fraction of pension to be commuted results in fraction of rupee, such fraction of a rupee shall be ignored for the purpose of commutation.

(4) The lump sum payable to an applicant shall be calculated in accordance with the table of values prescribed from time to time and applicable to the applicant on the date on which the commutation becomes absolute.

(5) The amount of commuted value of pension as finally calculated shall be rounded off to the next higher rupee.

6. Commutation of Pension to become absolute

1. The commutation of pension shall become absolute in the case of an applicant referred to—

- (i) in sub-rule (1) of rule 12, on the date on which the application in Form 1 is received by the Head of Office;
- (ii) in sub-rule (3) of rule 12, on the date following the date of his retirement;
- (iii) in rules 16 to 28 on the date on which the medical authority signs the medical report in Part (III) of Form 4.

Provided that—

- (a) in the case of an applicant who is drawing his pension from a treasury, the reduction in the amount of pension on account of commutation shall be operative from the date of receipt of the commuted value of Pension or at the end of three months after issue of authority by the Accountant-General, Orissa for the payment of commuted value of pension, whichever is earlier, and
- (b) in the case of an applicant who is drawing pension from a branch of a nationalised bank, the reduction in the amount of pension on account of commutation shall be operative from the date on which the commuted value of pension is credited by the bank to the applicant's account to which pension is being credited.

(c) in the case of an applicant governed by sub-rule (3) of rule 12 in whose case the commuted value of pension becomes payable on the day following the date of his retirement, the reduction in the amount of pension on account of commutation shall be operative from its inception. Where, however, payment of commuted value of pension could not be made within the first month after the date of retirement, the difference of monthly pension for the period between the day following the date of retirement and the date preceding the date on which the commuted value of pension is deemed to have been paid shall be authorised by the Accounts Officer.

(2) In the case of an applicant referred to in rule 9 or rule 10 the commuted value is paid in two stages. The reduction in the amount of pension shall be made from the respective dates of the payments as laid down in clause (a) or clause (b) of the proviso to sub-rule (1).

(3) The date on which the payment of the commuted value of pension was made to the applicant or the commuted value was credited to the applicant's account shall be entered in both halves of the pension payment order by the disbursing authority under intimation to the Accounts Officer who authorised the payment of commuted value of pension.

7. Restoration of Commuted Portion of Pension

(1) The pensioners who have commuted a portion of their pension are entitled to have the commuted portion of pension restored on the expiry of twelve years from the date on which the amount of pension was reduced on account of commutation of a portion thereof.

(2) (a) Each pensioner who is eligible for restoration of commuted portion of pension as per sub-rule (1), is required to apply in the prescribed Form 7 duly completed, to the pension disbursing authority who will restore the commuted portion of pension if the commuted amount has been mentioned in the pension payment order and will also pay the arrears, if any.

(b) In cases where the pensioner had completed twelve years, as per sub-rule (1) and had died subsequently his/her legal heir (s) is/are also entitled to receive arrears from the date this rule came into force or from the date of completion of twelve years from the date on which the amount of pension was reduced on account of commutation, whichever is later, till the date of pensioners' death. For this purpose, legal heir (s) may also apply to the pension disbursing authority.

(c) In cases where the pension payment order does not contain information regarding commuted portion, pension disbursing authority will obtain information from Accounts Officer who issued the pension payment orders.

(d) The pension disbursing authority will intimate to the Accounts Officer who had issued the pension payment order the full particulars of each pension cases along with the amount of pension restored for verifying the correctness.

(3) The State Government pensioners who got themselves absorbed under public undertakings/autonomous bodies and have received or opted to receive commuted value for one third of pension as well as terminal benefits equal to the commuted value of the balance amount of pension left after commuting one third of pension are not entitled to any benefit under these rules as they have ceased to be State Government pensioners.

8. Nomination to receive the Commuted Value of Pension

(1) An applicant shall make a nomination in Form 5 along with the application referred to in rule 12 or rule 17, as the case may be, conferring on one or more persons the right to receive the commuted value of pension in case the applicant dies without receiving the commuted value on or after the date on which commutation become absolute.

(2) If there is no such nomination, or if the nomination made does not subsist, the commuted value shall be paid to the family in the manner indicated in clause (b) of sub-rule (1) of rule 50 of Orissa Civil Services (Pension) Rules, 1992.

(3) If in any case the commuted value cannot be paid in the manner indicated in sub-rules (1) and (2), the same shall be paid to his heirs on production of succession certificate from the competent Court of Law.

9. Commutation of Provisional Pension

(1) A Government servant to whom, pending assessment of final pension, provisional pension has been sanctioned under rule 65 of Orissa Civil Services (Pension) Rules, 1992 shall be eligible to commute a fraction of such provisional pension subject to the limit specified in rule 5.

(2) For the purpose of commutation of provisional pension, the provisions of Chapter-III or Chapter-IV, as the case may be, shall apply.

(3) The following provisions of this sub-rule shall apply to an applicant who for the purpose of commutation of provisional pension is governed by Chapter-IV of these rules, namely :—

- (a) Where an applicant desires to commute a fraction of his provisional pension which works out to be not exceeding five hundred rupees per mensem and in whose case it is expected that the amount which he would be entitled to commute when the final amount of pension has been authorised would exceed five hundred rupees per mensem, his application shall be deemed, for the purpose of rule-20, to be for commutation of amount exceeding five hundred rupees per mensem.
- (b) Where the applicant does not indicate the possibility of his entitlement to commutation of pension exceeding five hundred rupees per mensem on the determination of final pension due to him he shall be treated as having applied for commutation of pension not exceeding five hundred rupees per mensem.
- (c) If on the determination of final pension, the applicant becomes entitled to commute his pension up to rupees five hundred per month, he shall not be required to undergo medical examination for payment to him of the difference between the commuted value of the pension originally commuted and the pension commuted subsequently.
- (d) If on the determination of final pension, the applicant becomes entitled to commute a sum exceeding five hundred rupees, he shall, for commutation of pension exceeding rupees five hundred, be required to apply afresh in Form 2.

10. Retrospective revision of Final Pension

An applicant who has commuted a fraction of his final pension and after commutation his pension has been revised and enhanced retrospectively as a result of Government's decision, the applicant shall be paid the difference between the commuted value determined with reference to enhanced pension and the commuted value already authorised. For the payment of difference the applicant shall not be required to apply afresh :

Provided that in the case of an applicant who has commuted a fraction of his original pension not exceeding rupees five hundred after being declared fit by the Chief District Medical Officer and as a result of retrospective enhancement of pension, he becomes eligible to commute an amount exceeding five hundred rupees per mensem, he shall be allowed the difference between the commuted value of five hundred rupees per mensem and the commuted value of the fraction of the original pension without further medical examination. The commutation of any further amount beyond rupees five hundred per mensem shall be treated as fresh commutation and allowed subject to examination by a Medical Board.

CHAPTER III

COMMUTATION OF PENSION WITHOUT MEDICAL EXAMINATION**11. Eligibility**

An applicant who is authorised—

- (i) a superannuation pension under rule 40 of Orissa Civil Services (Pension) Rules, 1992 ; or
- (ii) a retiring pension under rules 41 and 42 of Orissa Civil Services (Pension) Rules, 1992 ; or
- (iii) a retiring pension on absorption in or under a corporation or Company or body in terms of rule 43 of Orissa Civil Services (Pension) Rules, 1992 and who elects to receive monthly pension and retirement gratuity ; or
- (iv) a compensation pension on abolition of permanent post under rule 38 of Orissa Civil Services (Pension) Rules, 1992; or
- (v) a pension in whole or in part on the finalisation of the departmental or judicial proceedings referred to in rule 7 of Orissa Civil Services (Pension) Rules, 1992 and issue of final orders thereon, shall, subject to the limit in rule 5, be eligible to commute a fraction of his pension without medical examination :

Provided that he applies for commutation of pension in Form 1 or in Form 1-A as the case may be, in accordance with the provisions of Rule 12.

12. Application for Commutation of Pension

(1) An applicant, who is in receipt of any pension referred to in rule 11 and desires to commute a fraction of that pension any time after the date following the date of his retirement from service but before the expiry of one year from the date of retirement, shall—

- (a) apply to the Head of Office in Form 1 after the date of his retirement;
- (b) ensure that the application in Form 1, duly completed, is delivered to the Head of Office as early as possible but not later than one year of the date of his retirement; :

Provided that in the case of an applicant—

- (a) referred to in clause (iii) of rule 11, where order retiring him from Government service had been issued from a retrospective date, the period of one year referred to in this sub-rule shall reckon from the date of issue of the retirement order;
- (b) referred to in clause (v) of rule 11, the period of one year referred to in this sub-rule shall reckon from the date of issue of the order consequent on the finalisation of the departmental or judicial proceeding.

(2) An applicant who applied for commutation of pension within one year of the date of his retirement but his application in Form 1 is received by the Head of Office after one year of the date of his retirement, shall not be eligible to get his pension commuted, without medical examination. Such an applicant, if he desires to commute a fraction of his pension shall apply afresh in Form 2 in accordance with the procedure laid down in rules 16 to 28.

(3) A Government Servant who is due to retire on superannuation and desires payment of the commuted value of pension being authorised at the time of issue of the pension payment order, shall be eligible to apply for commutation of a fraction of pension along with pension papers prior to the date of retirement:

Provided that—

- (a) the Government Servant retires on superannuation pension only;
- (b) the application is submitted to the Head of office in Form 1-A, so as to reach the Head of Office not later than six months before the date of superannuation;
- (c) the Government shall have no liability for the payment of the commuted value of pension if the Government Servant dies before the date of superannuation or forfeits claim to pension before such retirement.

13. Action to be taken by the Head of Office on application for commutation of pension without medical examination.

(1) The Head of Office on receipt of application in Form 1 under sub-rule (1) of rule 12 or in Form 1-A of sub-rule (3) or rule 12, shall—

- (a) initial the Form indicating the date of its receipt;
- (b) acknowledge immediately the receipt of Form 1 or Form 1-A in Part II of that Form and despatch the same to the applicant;
- (c) transmit the application with necessary details to the pension sanctioning authority in Part II-A who shall take immediate action to complete Part-III of Form 1 or Form 1-A as the case may be, and forward the same to the Accounts Officer after retaining one copy for his record.

(2) In case application in Form 1 is received by the Head of Office under sub-rule (1) of rule 12 after one year of the date of retirement of the applicant, the Head of Office shall inform the applicant that—

- (a) he shall not be eligible to commute a fraction of pension without medical examination;
- (b) if he desires to get a fraction of the pension commuted, he should apply afresh in Form 2 so that arrangements for medical examination are made in accordance with the procedure laid down in rules 16 to 28.

14. Authorisation of Commuted value by the Accounts Officer

(1) The Accountant-General, Orissa in receipt of Form 1 or Form 1-A from the appointing authority shall verify that—

- (a) information furnished by the appointing authority in Part III of Form 1 or Form 1-A, as the case may be is correct;
- (b) the applicant is eligible to commute a fraction of his pension without medical examination;
- (c) the commuted value of pension has been determined correctly by the appointing authority.

(2) The Accounts Officer after necessary verification of the information furnished in Form 1 shall—

- (a) issue authority for the payment of commuted value of pension to the disbursing authority concerned;
- (b) draw the attention of the disbursing authority concerned to the proviso to sub-rule (1) of rule 6 so that the disbursing authority may make entry in the pension payment order regarding the date on which the amount of pension is to be reduced on account of commuted part of pension;
- (c) endorse to the applicant a copy of the authority referred to in clause (a) with the instruction that he should collect the commuted value of pension from the disbursing authority.

(3) (a) The Accounts Officer, on receipt of Form 1-A from the appointing authority, shall ascertain and verify if the amount of superannuation pension of the applicant has been calculated and if not, take steps to finalise the amount of pension so that the pension payment order is issued in time.

(b) The Accounts Officer after necessary verification of the information furnished in Form 1-A shall—

(i) authorise the pension disbursing authority to draw the amount of commuted value of pension and make payment to the pensioner on the date following the date of his retirement;

(ii) indicate in both the halves of the pension payment order (1) the gross pension; (2) the amount of pension commuted; and (3) the fact that the commuted value of pension has been authorised separately to the disbursing authority;

(iii) make a note of payment of the commuted value of pension having been made to the retiring Government servant in his service book;

(iv) correspondingly reduce the monthly pension from its inception;

(v) where the payment of commuted value of pension has not been made within the first month after the date of retirement and the delay is not attributable to the pensioner, the Accounts Officer shall issue an authority to the disbursing authority for the payment of the difference of monthly pension for the period between the day following the date of retirement and the date preceding the date on which the commuted value of pension has been paid.

15. Commutation of a fraction of provisional pension and action at various stages

(1) Pending determination of final pension where provisional pension has been sanctioned to a Government servant under rule 65 of Orissa Civil Services (Pension) Rules, 1992 and such a retired Government servant has applied for commutation of provisional pension in Form 1 under sub-rule (1) of rule 9, the Head of Office on receipt of Form 1 application shall take action as provided in sub-rule (1) of rule 13.

(2) (a) On receipt of Form 1 under sub-rule (1), the pension sanctioning authority shall take immediate action to sanction provisional commuted value of pension in Form 6 and arrange its payment to the pensioner by drawal in an establishment pay bill

(b) Complete part III of Form 1 and transmit to the Accounts Officer, after retaining one copy for his record, alongwith duly completed pension papers referred to in rule 62 of Orissa Civil Services (Pension) Rules, 1992.

(c) request the Accounts Officer to verify the correctness of the amount of provisional pension, action of which was taken under sub-rule (6) of rule 65 of Orissa Civil Services (Pension) Rules, 1992 and the amount of the commuted value of the fraction of the provisional pension as determined in Part-III of Form 1.

(3) The Accounts Officer after final assessment of pension shall verify the amount of pension and the amount of the commuted value sanctioned under sub-rule (2), shall—

(a) issue authority for the payment of the difference between the commuted value so determined and the commuted value of provisional pension already sanctioned by the pension sanctioning authority ;

(b) make entry in the pension payment order to be issued on the cessation of the payment of the provisional pension and also indicate the date from which the payment of the residuary pension shall commence ;

(c) adjust the excess payment of commuted value if any, noticed on assessment of final pension, out of the gratuity withheld or direct the Disbursing Officer to recover such excess payment in instalments by reducing the pension payable in future.

CHAPTER IV

COMMUTATION OF PENSION AFTER MEDICAL EXAMINATION

16. Eligibility

- (i) An Applicant who retires on invalid pension under Rule 39 of Orissa Civil Services (Pension) Rules, 1992, or
- (ii) on absorption in or under a corporation or Company or body corporate or incorporate elects the alternative of receiving the retirement gratuity and a lump sum in lieu of pension in terms of Rule 43 of the Orissa Civil Services (Pension) Rules, 1992, or
- (iii) is compulsorily retired from service as penalty and is granted pension under Rule 45 of Orissa Civil Services (Pension) Rules, 1992, or
- (iv) is in receipt of compassionate allowance under Rule 46 of Orissa Civil Services (Pension) Rules, 1992, or
- (v) has retired from service from one of the services referred to in Rule 11 but his application for commutation has not been received by the Head of Office within one year of his retirement, shall be eligible to commute a fraction of his pension subject to the limit specified in Rule 5 after he has been declared fit by the appropriate medical authority.

17. Application for Commutation of Pension

An applicant referred to in Rule 16 shall apply to the Head of Office in Form 2 for commutation of a fraction of his pension.

18. Action to be taken by the Head of Office/Appointing authority on application for commutation of pension—

- (1) The Head of Office on receipt of application in Part I of Form 2 under Rule 17 shall—
 - (a) acknowledge immediately the receipt of Form in Part II of that Form and despatch the same to the applicant;
 - (b) transmit the application with necessary details to the appointing authority who shall forward the same in original to the Accountant-General in Part III of that Form with the request that Part IV of that Form may be completed immediately and returned to him as early as possible so that action for getting the applicant examined by the appropriate medical authority is taken.
- (2) The Accounts Officer on receipt of Form 2 from the appointing authority under sub-rule (1) shall complete Part IV of that Form and transmit the same to the appointing authority as early as possible.
- (3) The appointing authority on receipt of Form 2 from the Accounts Officer under sub-rule (2) shall address to the concerned Chief District Medical Officer in Form 3 where the applicant desires to be medically examined and forward to him the following documents—
 - (i) Form 2 with Part IV of that Form duly completed in original;
 - (ii) two copies of the applicant's photograph of which one shall be an attested copy;
 - (iii) a copy of Form 4 with a spare copy of Part III of that Form;
 - (iv) report or statement of the applicant's case if he has been granted invalid pension or has previously commuted a part of his pension or has been refused commutation on medical grounds.
- (4) A copy of letter in Form 3 addressed to the Chief District Medical Officer shall be endorsed to the applicant and the Accounts Officer by the appointing authority.

19. Action to be taken by the Chief District Medical Officer

(1) The Chief District Medical Officer on receipt of documents referred to in sub-rule (3) of rule 18 shall—

- (a) arrange as far as possible for the medical examination of the applicant by the medical authority at the nearest District Headquarters Hospital indicated by the applicant in Form 2;
 - (b) inform the applicant as to where and when he should appear for medical examination.
- (2) In fixing the date of medical examination, it shall be ensured that the medical examination is held, as far as possible, before the date of applicant's next birthday.

20. Medical Authority

(1) Save as otherwise provided in sub-rule (2), the medical authority shall be a Medical Board, where an applicant for commutation of pension—

- (a) seeks commutation of invalid pension, or
- (b) seeks commutation of pension other than invalid pension but the amount of pension to be commuted together with the amount or amounts previously commuted exceeds five hundred rupees per mensem, or
- (c) has been refused commutation on medical grounds, applied for a second medical examination in accordance with the provisions of rules 23 and 24.

(2) In any other cases not covered by sub-rule (1) the medical authority shall be a Medical Officer not lower in status than that of a Chief District Medical Officer.

(3) The applicant shall be required to pay for medical examination such fee as may be specified by the Government.

21. Failure to appear before medical authority

(1) If the applicant after receipt of communication from the medical authority under rule 19 fails to appear for medical examination before the medical authority on the date and time communicated to him (including any change therein either at the request of the applicant or due to administrative reasons) and there is no reasonable ground for his failure, the medical authority shall report the fact to the appointing authority concerned and return to him the relevant documents.

(2) With the return of documents to the appointing authority under sub-rule (1), the applicant for commutation shall be treated as having been withdrawn.

22. Procedure for medical examination

(1) The medical authority shall—

- (a) obtain from the applicant a statement in Part-I of Form 4 duly signed by the applicant in its presence;
- (b) subject the applicant to medical examination and enter the result thereof in Part-II of Form 4;
- (c) attest the unattested copy of the photograph of the applicant;
- (d) complete the certificate contained in Part-III of Form 4.

Provided that where—

- (i) an applicant has been granted invalid pension, or
- (ii) an applicant has previously commuted a part of his pension; or
- (iii) an applicant has been refused commutation on medical grounds, the medical authority shall, before completing the certificate contained in Part III of Form 4, take into consideration the statement of the medical case of the applicant.

(2) After complying with the requirements of sub-rule (1) the medical authority shall without delay forward to the appointing authority, the following documents, namely :

- (a) Form 2 in original
- (b) Attested copy of the applicant's photograph
- (c) Form 4 in original, and
- (d) A certified copy of Form 4 to the appointing authority who has countersigned Part IV of Form 2.

(3) The medical authority shall also send to the applicant a certified copy of Part III of Form 4.

(4) If, as a result of the opinion of the medical authority, the applicant becomes eligible to commute a fraction of pension applied for, the appointing authority shall issue a formal sanction order requesting the Accountant-General, Orissa to take further action for the authorisation of the commuted value and forward the following documents to him—

- (i) Form 2 in original,
- (ii) Form 4 in original, and
- (iii) Attested copy of the applicant's photograph.

(5) On receipt of the documents under sub-rule (4), the Accountant-General shall verify the correctness of the commuted value determined by the appointing authority and thereafter take action to authorise the commuted value to the applicant under intimation to the appointing authority.

23. Second Medical Examination

(1) Subject to the provisions of rule 24, the medical examination in the case of an applicant referred to in clause (c) of sub-rule (1) of rule 20 shall take place after the expiry of a period of not less than one year from the date of the first medical examination.

(2) If the applicant desires to be re-examined on the expiry of the period specified in sub-rule (1), the examination shall be by a Medical Board at his own expense. For this purpose, he shall address a letter to the appointing authority with the request that arrangements for his re-examination by a Medical Board may be made. He shall indicate in the letter—

- (i) the medical authority which examined him earlier, and the date on which such examination took place.
- (ii) the place where he was examined,
- (iii) the opinion of the medical authority,
- (iv) the date of birth and the date of retirement,
- (v) designation of the post held at the time of retirement,
- (vi) the amount of pension authorised,
- (vii) the fraction of pension which was originally applied for commutation.

(3) The appointing authority on receipt of letter under sub-rule (2) shall address the Chief District Medical Officer for arranging re-examination of the applicant by a Medical Board and forward the following documents—

- (i) letter in original received from the applicant,
- (ii) the certified copy of Form 4 received earlier by the appointing authority from the medical authority under clause (d) of sub-rule (2) of rule 22.

(4) The Chief District Medical Officer on receipt of the communication from the appointing authority under sub-rule (3) shall inform the applicant as to where and when he should appear for medical examination before the Medical Board or if necessary direct the Medical Board to communicate to the applicant the place, date and time of such examination.

(5) The applicant after the receipt of communication under sub-rule (4) shall appear before the Medical Board at the place and on the date and time communicated to him.

(6) The Medical Board shall examine the applicant and if after the examination it is of the view that the earlier opinion of the medical authority needs no revision or modification or needs revision or modification shall record its opinion accordingly and communicate the same to the appointing authority under intimation to the applicant. The documents received by the Medical Board under sub-rule (3) shall also be returned to the appointing authority.

(7) If as a result of the opinion of the Medical Board received by the appointing authority under sub-rule (6), the applicant becomes eligible to commute a fraction of pension originally applied for, the appointing authority shall determine the commuted value with reference to the Table applicable on the date, the Medical Board record its opinion. The appointing authority thereafter shall request the Accounts Officer to take further action for the authorisation of the commuted value and forward the following documents to him:—

- (i) letter in original received from the applicant under sub-rule (2);
- (ii) the opinion of the Medical Board received under sub-rule (6) in original;
- (iii) calculation sheet showing the commuted value determined with reference to the revised or modified opinion of the Medical Board.

(8) The Accounts Officer on receipt of the documents under sub-rule (7) shall verify the correctness of the commuted value determined by the appointing authority and thereafter take action to authorise the commuted value to the applicant under intimation to the appointing authority.

24. Appeal against the findings of Medical Authority

(1) Notwithstanding anything contained in rule 23, an applicant referred to in clause (c) of sub-rule (1) of rule 20 shall be eligible for second medical examination before the expiry of the period specified in sub-rule (1) of rule 23 if he feels that the medical authority is not recommending commutation on medical grounds has committed an error of judgement. Such an applicant may, within one month of the receipt of the certified copy of Part III of Form 4 from the medical authority, prefer an appeal by addressing a letter to the appointing authority that the opinion of the medical authority may be got reviewed by another medical authority mentioned in sub-rule (2) at his own expenses. He shall also indicate in the letter—

- (i) the medical authority which had examined him earlier and the date on which the examination took place,
- (ii) the place where he was examined,
- (iii) the opinion of the medical authority,
- (iv) the date of birth and the date of retirement,
- (v) designation of the post held at the time of retirement,
- (vi) the amount of pension authorised,
- (vii) the fraction of pension which was originally applied for commutation.

(2) In case an applicant referred to in sub-rule (1)—

- (i) was examined previously by a Medical Officer, not lower in status than Chief District Medical Officer, he shall be re-examined by a Medical Board, or;
- (ii) was previously examined by a Medical Board, he shall be re-examined by a second Medical Board, the members of which shall be different from those of the first Medical Board.

(3) The appointing authority shall, within one month of the receipt of letter under sub-rule (1), take steps for arranging the re-examination of the applicant. For this purpose, he shall address the Chief District Medical Officer where the applicant was examined previously, he shall, while addressing the Chief District Medical Officer, invite his attention to the provisions of sub-rule (2) and forward to it the following documents:—

- (i) letter received from the applicant in original,
- (ii) certified copy of Form 4 received earlier by the appointing authority from the medical authority under clause (d) of sub-rule (2) of rule 22.

(4) The Chief District Medical Officer on receipt of communication from the appointing authority under sub-rule (3) shall arrange for the second medical examination of the applicant by a Medical Board which shall be constituted in accordance with the provisions of sub-rule (2). The Chief District Medical Officer shall, thereafter inform the applicant as to where and when he should appear for medical examination before the Medical Board.

(5) The applicant on receipt of the communication under sub-rule (4) shall appear for the medical examination before the Medical Board on the date and time, communicated to him.

(6) The Medical Board shall examine the applicant and if after the examination, it is of the view that the earlier opinion of the medical authority needs no revision or modification or needs revision or modification shall record its opinion accordingly and communicate the same to the appointing authority under intimation to the applicant and the findings of the Medical Board shall be binding on the applicant.

(7) If the Medical Board as a result of the second medical examination of the applicant, sets aside or modifies the opinion of the first medical authority, the finding of the second Medical Board shall be deemed to have come into force on the date on which the first medical authority recorded its opinion and the claim of the applicant for commutation shall be settled accordingly.

25. Withdrawal of Application

(1) The applicant may after giving notice in writing, to the appointing authority withdraw his application at any time before subjecting himself to medical examination before the medical authority but in no case after he has appeared before such authority.

(2) If the applicant is informed by the Accounts Officer under rule 26 that on account of modification of the Table, the commuted value becoming payable to the applicant will be less than the value communicated to him in Form 3 it shall be open to the applicant to withdraw his application by a written notice addressed to the Accounts Officer and the applicant shall endorse a copy of the notice to the appointing authority within fourteen days of the date on which he receives intimation of such modification.

26. Modification in the Value specified in the Table

(1) In case the value specified in the Table is modified at any time before the commutation becomes absolute in terms of clause (ii) of sub-rule (1) of rule 6, the payment shall be made in accordance with the value so modified.

(2) Where the commuted value calculated with reference to the Table as modified, is less favourable than the value determined with reference to the Table before it was so modified, the Account's Officer shall—

- (a) inform the applicant of the revised value and communicate to him the provisions of sub-rule (2) of rule 25 and
- (b) endorse to the appointing authority a copy of the communication issued under clause (a).

27. Authorisation of Payment of Commuted Value by the Accounts Officer

(1) The Accounts Officer on receipt of the documents referred to in sub-rule (4) of rule 22 from the appointing authority, shall without delay issue an order to the disbursing authority concerned and furnish to it the following particulars and documents, namely—

- (i) the amount of pension commuted, the amount of commuted value of pension and the date on which the commutation became absolute,
- (ii) the amount of residuary pension,
- (iii) form 4 in original,
- (iv) copy of the applicant's photograph attested by the medical authority.

(2) The Accounts Officer shall also—

- (a) bring to the notice of disbursing authority the provisions of the proviso to sub-rule (1) of rule 6 regarding the date on which the amount of original pension should be reduced;
- (b) endorse to the applicant a copy of the order issued under sub-rule (1) with the remarks that he should collect the commuted value from the disbursing authority; and
- (c) bring to the notice of the applicant the provisions of the proviso to sub-rule (1) of rule 6.

28. Final Assessment of Pension

(1) An applicant referred to in rule 9 to whom the commuted value of the fraction of the provisional pension has been paid by the appointing authority, shall on final assessment of the pension, be paid by the Accounts Officer, the difference between the commuted value so determined and the commuted value already paid.

(2) The commuted value of the fraction of provisional pension as indicated in the endorsement in Form 3 addressed to the applicant and forwarded under sub-rule (3) of rule 18 shall be deemed to have been amended with the issue of an authority by the Accounts Officer for the payment of difference between the commuted value of the fraction of the final pension and the fraction of the provisional pension.

CHAPTER V

MISCELLANEOUS

29. Interpretation

Where any doubt arises as to the interpretation of these rules, it shall be referred to the Government in the Finance Department for decision.

30. Power to Relax

Where the Governor is satisfied that the operation of any of these rules causes undue hardship in any particular case, he may, by order for reasons to be recorded in writing, dispense with or relax the requirements of that rule to such extent and subject to such exception and conditions, as it may consider necessary for dealing with the case in a just and equitable manner:

Provided that no such order shall be made except with the concurrence of the Finance Department.

31. Repeal and Saving

(1) On the commencement of these rules, all rules including Chapter XII of Orissa Pension Rules, 1977 corresponding to the provisions of these rules and orders including Office Memorandum (hereinafter referred to as the old rule) in force immediately before such commencement shall cease to operate.

(2) Notwithstanding such ceasing of operation,—

- (a) any case which pertains to the sanction of commutation of pension and is pending on the date of commencement of these rules shall be disposed of in accordance with the provisions of the old rules as if these rules had not been made; and
- (b) Subject to the provisions of clause (a), anything done or any action taken under the old rules shall be deemed to have been done or taken under the corresponding provisions of these rules.

APPENDIX I

(FORMS WITH BRIEF DESCRIPTION)

FORM 1

D. C. S. (Commutation of Pension)

[See rules 5 (2), 6 (1), 11, 12, 13, 14 and 15]

FORM OF APPLICATION FOR COMMUTATION OF A FRACTION OF
PENSION WITHOUT MEDICAL EXAMINATION

(To be submitted in duplicate after retirement but within one year of the date of retirement)

PART I

To

The.....
.....
.....
(here indicate the designation and full address of the Head of Office).

Subject—Commutation of Pension without medical examination

Sir,

I desire to commute a fraction of my pension as indicated below in accordance with the provisions of the Orissa Civil Services (Commutation of Pension) Rules, 1992. The necessary particulars are furnished below :—

1. Name (in Block letters) ..
2. Father's name (also husband's name in the case of a female Government servant) ..
3. Designation at the time of retirement ..
4. Name of Office/Department in which employed ..
5. Date of birth (by Christian Era) ..
6. Date of retirement ..
7. Class of pension on which retired ..
8. Amount of pension authorised (in case of final amount of pension has not been authorised, indicate the amount of provisional pension sanctioned under Rule 65 of the Orissa Civil Services (Pension) Rules, 1992).
9. *Fraction of pension proposed to be commuted ..
10. Designation of the Accounts Officer who authorised the pension and the No. and date of the Pension Payment Order, if issued.

*The applicant should indicate the fraction of the amount of monthly pension (subject to maximum of one-third thereof) which he desires to commute and not the amount in rupee.

11. + Disbursing authority for payment of pension

(a) Treasury/Sub-Treasury/Special Treasury
(Name and complete address of the
Treasury/Sub-Treasury/Special Treasury
to be indicated).

(b) (i) Branch of the Nationalised Bank with
complete postal address.

(ii) Bank Account No. to which monthly
pension is being credited each
month.

Place.....
Date.....

Signature of the Applicant
Postal Address

Note—The payment of commuted value of pension shall be made through the disbursing authority from which pension is being drawn. It is not open to an applicant to draw the commuted value of pension from a disbursing authority other than the disbursing authority from which pension is being drawn.

+ Score out which is not applicable.

PART II

ACKNOWLEDGEMENT

Received from Shri.....application in Part I of
(name and former designation)

Form 1 for the commutation of a fraction of pension without medical examination.

Place.....
Date.....

Signature of Head of Office

Note—This acknowledgement is to be signed, stamped and dated and is to be detached from the Form and handed over to the applicant. If the form has been received by the post, it has to be acknowledged on the same day and the acknowledgement sent under registered cover.

PART II-A

Forwarded to the.....for needful the receipt
of Part I of the Form has been acknowledged on.....

Signature of Head of Office

PART III

Forwarded to the Accountant-General, Orissa.....

With the remarks that—

- (i) the particulars furnished by the applicant in Part I have been verified and are correct;
- (ii) the applicant is eligible to get a fraction of his pension commuted without medical examination;
- (iii) the commuted value of pension determined with reference to the table applicable at present comes to Rs.....
- (iv) the amount of residuary pension after commutation will be Rs.....

2. It is requested that further action to authorise the payment of the amount of commuted value of pension may be taken as per the Orissa Civil Services (Commutation of Pension) Rules, 1992.

3. The receipt of Part I of the Form has been acknowledged in Part II which has been forwarded separately to the applicant on.....

4. The commuted value of pension is debitable to Head of Account.....

Place.....
Date.....

Signature of the Appointing Authority

FORM 1-A

O. C. S. (Commutation of Pension)

[See Rules 5(2), 11, 12, 13 and 14]

FORM OF APPLICATION FOR COMMUTATION OF A FRACTION OF SUPERANNUATION PENSION WITHOUT MEDICAL EXAMINATION WHEN APPLICANT DESIRES THAT THE PAYMENT OF THE COMMUTED VALUE OF PENSION SHOULD BE AUTHORISED THROUGH THE PENSION PAYMENT ORDER.

(To be submitted in duplicate at least six months before the date of retirement)

PART I

To

The

.....
 (here indicate the designation and full address of the Head of Office)

Subject—Commutation of pension without medical examination.

Sir,

I desire to commute a fraction of my pension in accordance with the provisions of the Orissa Civil Services (Commutation of Pension) Rules, 1992. The necessary particulars are furnished below :—

1. Name (in Block letters) ..
2. Father's name (and also husband's name in the case of a female Government servant).
3. Designation ..
4. Name of the Office/Department in which employed.
5. Date of birth (by Christian Era) ..
6. Date of retirement on superannuation ..
7. *Fraction of superannuation pension proposed to be commuted.
8. + Disbursing authority from which pension is to be drawn after retirement.
 - (a) Treasury/Sub-Treasury/Special Treasury (Name and complete address of the Treasury/Sub-Treasury/Special Treasury to be indicated).
 - (b) (i) Branch of the nominated nationalised bank with complete postal address.
 - (ii) Bank Account No. to which monthly pension is to be credited each month.

Date :

Place :

Signature of the Applicant

Present Postal Address

Postal address after retirement

* The applicant should indicate the fraction of the amount of monthly pension (subject to a maximum of one-third thereof) which he/she desires to commute and not the amount in rupees.

+ Score out which is not applicable.

PART-II

(ACKNOWLEDGEMENT)

Received from Shri/Smt./Kumari..... (Name and Designation)
application in Part-I of Form 1-A for commutation of a fraction of pension without medical examination.

Place :

Signature of

Date :

Head of Office

Note:—If the application has been received by the Head of Office before the date of retirement on superannuation, this acknowledgement should be detached from the form and handed over to the applicant. If the form has been received by post, it has to be acknowledged on the same day and the acknowledgement sent under registered cover to the applicant. In case it is received after the specified date, it should be accepted only if it has been put into the post on or before that date subject to the production of evidence to that effect by the applicant.

PART-II-A

Forwarded to the.....for needful, the receipt of Part-I of the form has been acknowledged on.....

Signature of
Head of Office

PART-III

Forwarded to the Accountant-General, Orissa with the remarks that—

- (i) the particulars furnished by the applicant in Part-I have been verified and are correct;
- (ii) the applicant is eligible to get a fraction of his pension commuted without medical examination;
- (iii) the commuted value of pension determined with reference to the Table applicable at present comes to Rs.....; and
- (iv) the amount of residuary pension after commutation will be Rs.....

2. The pension papers of the applicant completed in all respects were forwarded under this Department/Office letter No.....dated.....It is requested that the payment of commuted value of pension may be authorised through the Pension Payment Order which may be issued one month before the retirement of the applicant.

3. The receipt of Part-I of this form has been acknowledged in Part-II which has been forwarded separately to the applicant on.....

4. The commuted value of pension is debitable to Head of Account.....

Place :

Signature of the

Date :

Appointing Authority

FORM 2

O. C. S. (Commutation of Pension)

(See rules 5 (2), 9, 11, 12, 13, 18, 19 and 22)

FORM OF APPLICATION FOR COMMUTATION OF PENSION AFTER MEDICAL EXAMINATION
BY AN APPLICANT REFERRED TO IN RULE 16

(To be submitted in duplicate)

Space for photograph

To

The.....

.....

(Here indicate the designation and full
address of the Head of Office).

Subject :—Commutation of pension after medical examination

Sir,

I desire to commute a fraction of my pension in accordance with the provisions of the Orissa Civil Services (Commutation of Pension) Rules, 1992. An attested copy of my photograph is pasted on the application and an un-attested copy is enclosed. The necessary particulars are furnished below :—

1. Name (in Block letters) ..
2. Father's name (and also husband's name in the case of a female Government servant).
3. Designation ..
4. Name of Office/Department in which employed ..
5. Date of birth (by Christian Era) ..
6. Date of retirement ..
7. Class of pension on which retired ..
8. Amount of pension authorised (indicate the amount of provisional pension if full pension not authorised).
9. *Fraction of pension proposed to be commuted..

*The applicant should indicate the fraction of the amount of monthly pension (subject to a maximum of one-third thereof) which he desires to commute and not the amount in rupees.

10. Designation of the Accounts Officer who authorised the pension and the number and date of the Pension Payment Order.
 11. **Disbursing authority for payment of pension :—
 - (a) Treasury/Sub-Treasury/Special Treasury (name and complete address of the Treasury/Sub-Treasury/Special Treasury to be indicated).
 - (b) (i) Branch of the Nationalised Bank with complete postal address.
 - (ii) Bank Account No. to which monthly pension is being credited each month.
 12. Approximate date from which commutation is desired to have effect.
 13. The amount of pension already commuted, if any
 14. Preference for nearest District Headquarters Hospital where medical examination is desired to take place.
- Place : _____
- Date : _____
- Signature of the Applicant
- Postal Address

**Score out which is not applicable.

Note :— The payment of commuted value of pension, shall be made through the disbursing authority from which pension is being drawn. It is not open to an applicant to draw the commuted value of pension from a disbursing authority other than the authority from which pension is being drawn.

PART II

ACKNOWLEDGEMENT

Received from Shri..... application in
(Name and designation)
Part I of Form 2 for commutation of a fraction of pension after medical examination.

Place :

Signature of Head of Office

Date :

PART II-A

Forwarded to the..... for needful. The receipt of Part I
of the form has been acknowledged on.....

Signature of Head of Office

PART-III

Forwarded to the Accountant-General, Orissa with the remarks that the particulars furnished by the applicant in part-I have been verified and are correct and the applicant is eligible to get a fraction of his pension commuted after medical examination.

2. It is requested that Part-IV of form may be completed and returned to this Office as early as possible.

Place :

Signature of the Appointing
Authority

Date :

PART-IV

(To be completed by the Accounts Officer)

1. Name of the applicant ..
2. Date of birth (by Christian Era) ..
3. Date of retirement ..
4. Amount of pension including provisional pension, if final pension not authorised.
5. Class of pension ..
6. Amount of pension desired to be commuted ..

On the basis of		
Normal age	Added years	
	1 year	2 year
Rs.	Rs.	Rs.

7. (i) Sum payable if commutation becomes absolute before the applicant's next birthday, which falls on ..

- (ii) Sum payable if commutation becomes absolute after the applicant's next birthday, which falls on ..

8. The Head of Account to which commuted value is debitable.

9. No. of enclosures, if any (see note below)

Place :

Signature and designation of the
Accounts Officer

Date :

Countersigned

Appointing Authority
full address

Note—The Accounts Officer should enclose with the form a copy of the report or statement of the applicant's case if the applicant has been granted invalid pension or has previously commuted a part of his pension or declined to accept commutation on the basis of an addition of years to actual age, or has been refused commutation on medical grounds.

FORM 3

O. C. S. (Commutation of Pension)

(See rules 18, 25)

FORM OF LETTER TO THE CHIEF DISTRICT MEDICAL OFFICER:

No

Department

Dated the

To

The Chief District Medical Officer

.....

Subject—Medical Examination—Commutation of Pension

Sir,

Shri who retired from
 service on as has applied for commuting a fraction

(Designation)

of his pension for a lump sum payment. The following documents are forwarded herewith:—

- (a) Application in Form-2 in original together with—
 - (i) an unattested copy of the applicant's photograph,
 - (ii) Part-IV of Form-2 in original duly completed by the Accounts Officer.
- (b) A copy of Form-4 with a spare copy of Part-III of that Form.
- (c) Report of the statement of the applicant's case, if he has been granted invalid pension or has previously commuted a fraction of his pension or has been refused commutation on medical grounds.

2. In terms of rule 20 Shri should be examined by a Medical Board/Chief District Medical Officer. It is requested that arrangement may be made to get Shri examined as expeditiously as possible before his next birthday which falls on

3. It is requested that arrangements for Medical examination by the medical authority indicated in para.-2 above may be made at the nearest District Headquarters Hospital mentioned by Shri in his application in Form-2. The attention of the medical authority may be drawn to the provisions of rule 22.

4. It is requested that Shri.....may be informed direct under intimation to this Department/Office as to where and when he should appear before the appropriate authority for medical examination. A copy of this letter is being endorsed to him so that he may comply with your instructions on hearing from you.

5. The receipt of this letter may please be acknowledged.

Yours faithfully,

Appointing Authority

Copy forwarded to Shri.....

(here give complete postal address)

with the remarks that subject to the medical authority recommending commutation, he will, on the basis of the report of the Accounts Officer, be eligible for the lump sum payment in lieu of the amount of pension to be commuted as follows :—

On the basis of			
Normal age.	Added years	1st year.	2nd year
Rs.	Rs.	Rs.	Rs.

(i) sum payable if commutation becomes absolute before the applicant's next birthday which falls on.....

(ii) sum payable if commutation becomes absolute after the applicant's next birthday which falls on.....

The table of the present value, on the basis of which the calculation by the Accounts Officer has been made, is subject to alteration at any time without notice and consequently the basis is liable to revision before payment is made. The sum payable will be the sum appropriate to the applicant's age on his birthday next after the date on which the commutation becomes absolute.

Shri.....should report for medical examination to the medical authority direct on hearing from..... He should take with him the enclosed Form 4 with the particulars required in Part I completed except the signature or thumb or finger impressions.

Place :

Signature of the Appointing Authority

Date :

Copy forwarded to the Accounts Officer (here indicate designation and address..... with reference to his letter No.....date.....

Signature of the Appointing Authority

FORM 4

O. C. S. (Commutation of Pension)

(See rules 6,18,22,23,24,25,&27)

Medical examination by the (here enter the medical authority)

PART I

The applicant must complete this statement prior to his examination by the
(here enter the medical authority) and must sign the declaration appended thereto in the presence
of that authority.

1. Name of the applicant
(In Block Letters)

2. Date of birth
(By Christian Era)

3. Place of Birth

4. Particulars regarding parents,
brother and sisters.

Father's age if living and state of health	Father's age at death and cause of death	No. of brothers living, their age and state of health	No. of brothers dead, their ages at death and cause of death	Mother's age, if living and state of health	Mother's age at death and cause of death	No. of sisters living their ages and state of health	No. of sisters dead their ages at death and cause of death
1	2	3	4	5	6	7	8

5. Have you ever been examined:—

(a) for life Insurance or/and

(b) by any Government Medical Officer or State Medical Board

If so, state details and with what results

6. Have you been granted or considered for grant of invalid pension ? If so, state the grounds thereof.

7. Have you ever been granted leave on medical certificate during the last five years ? If so, state periods of leave and nature of illness.

8. Have you ever:—

- (a) had small-pox, entermittent or any other fever, enlargement or suppuration of glands, spitting of blood, asthma, inflammation of lungs, pleurisy, heart disease, fainting attacks, rheumatism, appendicitis, epilepsy, insanity or other nervous disease, discharge from or other disease of the year, syphilis or gonorrhoea ; or
- (b) had any other disease or injury which required confinement to bed, or medical or surgical treatment ; or
- (c) undergone any surgical operation, or
- (d) suffered from any illness, wound or injury sustained while on active service ;
- (e) presence of albumen or sugar in urine ;

9. Present state of health—

- (a) Have you a hernia ?
- (b) Have you varicocele, varicose veins or piles ?
- (c) Is your vision in each eye good (with or without glasses) ?
- (d) Is your hearing in each ear good ?
- (e) Have you any congenital or acquired malformation, defect or deformity ?
- (f) Have you lost or gained weight markedly during the last three years ?
- (g) Have you been under treatment of any doctor within the last three months and nature of illness for which such treatment was taken.

DECLARATION BY APPLICANT

(To be signed in the presence of the Medical Authority)

I declare all the above answers to be to the best of my belief, true and correct.

I am fully aware that by wilfully making a false statement or concealing a relevant fact, I shall incur the risk of losing the commutation, I have applied for and of having my pension withheld or withdrawn under rule 7 of the Orissa Civil Services (Pension) Rules, 1992.

Applicant's signature or thumb impression
in case of illiterate applicant.

Signed in the presence of

(Signature and designation of
Medical Authority).

PART II

(To be filled in by the examining medical authority)

1. Height
2. Weight
3. Describe any scars or identifying marks of the applicant
4. Pulse rate
 - (a) Sitting
 - (b) Standing

What is the character of pulse?
5. Blood pressure
 - (a) Systolic
 - (b) Diastolic
6. Is there any evidence of disease of the main organs
 - (a) Heart
 - (b) Lungs
 - (c) Liver
 - (d) Spleen
 - (e) Kidney
7. Investigations:
 - (i) Urine
(State specific gravity)
 - (ii) Blood
 - (iii) X-Ray Chest
 - (iv) E. C. G.
8. Has the applicant a hernia? (If so, state the kind and if reducible)
9. Any additional finding

PART III

(To be filled in by the examining medical authority)

I/we have carefully examined Shri/Smt./Kumari.....and am/are of opinion that—

He/She is/is not in good bodily health and has/has not the prospect of an average duration of life.

Station.....

Dated

Signature and Designation of
Examination Medical Authority

FORM 5

O. C. S. (Commutation of Pension)

(See rule 8)

FORM OF NOMINATION

To

Head of Office

(Place)

I, hereby nominate the person named below, under rule 8 of the Orissa Civil Services (Commutation of Pension) Rules, 1992.

Name and address of the nominee	Relationship with the pensioner	If nominee is minor		Name and address of other nominee in case the nominee under column (1) pre-deceases the pensioner.	Relationship with pensioner	Date of birth if the other nominees is minor.	Name and address of person who may receive the commuted value of pension during the other nominee's minority.	Contingency on happening of which nomination shall become invalid.
		Date of birth	Name and address of person who may receive the said commuted value during the nominee's minority.					
1	2	3	4	5	6	7	8	9

Place

Date

Witness : Signature

Signature (or thumb impression if illiterate) and name of Pensioner.

Name and Address

Address :

Signature of Head of Office

Stamp

Acknowledgement to be sent by the Head of Office.

Certified that the nomination has been received from
(name of pensioner) whose address is

Place

Date

Signature of Head of Office
Full Address

FORM 6

O. C. S. (Commutation of Pension)

(See rules 9 and 15)

Book No.....
 Conditions of Service
 Branch-III
 Finance Department

FORM FOR SANCTIONING PROVISIONAL COMMUTED VALUE OF PENSION

Sanction is hereby accorded for payment of provisional commuted value of pension as indicated below in favour of Shri/Smt. pending issue of final authority by the Accountant-General, Orissa.

1. Name of the Pensioner
2. Father's/Husband's name
3. Office/Department in which the pensioner served last.
4. Permanent address
5. Amount of provisional pension
6. Date from which provisional pension is payable.
7. (a) Amount of provisional pension commuted
 (b) Commuted value of provisional pension
 (c) The amount of provisional pension payable for month after commutation.

Signature and seal of the Pension
 Sanctioning Authority.

Memo. No.

Dated the

Copy forwarded to (Head of
 Office)/Treasury/Sub-Treasury/Special Treasury Officer/Accountant-General,
 Orissa, Bhubaneswar/Pensioner concerned for information and necessary action.

Signature and seal of the Pension
 Sanctioning Authority.

FORM 7

O. C. S. (Commutation of Pension)

(See rule 7)

FORM OF APPLICATION FOR RESTORATION OF COMMUTED PORTION OF PENSION

To

(Disbursing Authority)

Subject—Restoration of commuted portion of pension after 12 Years

Sir,

Kindly restore my commuted portion of pension in terms rule 7 (2) of the Orissa Civil Services (Commutation of Pension) Rules, 1992.

Requisite particulars are given below:—

1. Name (in Block letters) ..
2. Date of retirement ..
3. P. P. O. No. ..
4. Amount of original pension ..
5. Amount of pension commuted ..

Date.. ..

Postal Address

Signature of Pensioner

Particulars verified

Signature

Rubber stamp of Pension
Disbursing Authority

APPENDIX II

[See rule 5(4)]

Table of commutation values for a pension of Re. 1 per annum

Age next birthday	Commutation value expressed as number of years purchased	Age next birthday	Commutation value expressed as number of years purchased	Age next birth day	Commutation value expressed as number of years purchased
(1)	(2)	(3)	(4)	(5)	(6)
17	19.28	41	15.64	65	8.50
18	19.20	42	15.40	66	8.17
19	19.11	43	15.15	67	7.85
20	19.01	44	14.90	68	7.53
21	18.91	45	14.64	69	7.22
22	18.81	46	14.37	70	6.91
23	18.70	47	14.10	71	6.60
24	18.59	48	13.82	72	6.30
25	18.47	49	13.54	73	6.01
26	18.34	50	13.25	74	5.72
27	18.21	51	12.95	75	5.44
28	18.07	52	12.66	76	5.17
29	17.93	53	12.35	77	4.90
30	17.78	54	12.05	78	4.65
31	17.62	55	11.73	79	4.40
32	17.46	56	11.42	80	4.17
33	17.29	57	11.10	81	3.94
34	17.11	58	10.78	82	3.72
35	16.92	59	10.46	83	3.52
36	16.72	60	10.13	84	3.32
37	16.52	61	9.81	85	3.13
38	16.31	62	9.48	..	..
39	16.09	63	9.15	..	..
40	15.87	64	8.82	..	..

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[No. 13003-F.]

By order of the Governor

P. K. PATNAIK

Principal-Secretary to Government

FINANCE DEPARTMENT

NOTIFICATION

The 28th March 1992

S. R. O. No. 374/92—In exercise of the powers conferred by sub-rule (2) of Rule 1 of the Orissa Civil Services (Commutation of Pension) Rules, 1992, the State Government do hereby appoint the 1st April 1992 as the date on which the said rule shall come into force.

[No. 13005—Pen.-6/92-F.]

By order of the Governor

P. K. PATNAIK

Principal-Secretary to Government

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